

FY 2011-12 NBPB

Commonwealth of
Pennsylvania

Office of Children,
Youth and Families



**NEEDS BASED PLAN AND BUDGET
NARRATIVE TEMPLATE**

Budget Narrative Template

The following pages provide a template for counties to use to complete the narrative piece of the 2011-2012 Needs Based Plan and Budget. All narrative pieces should be included in this template; no additional narrative is necessary. Detailed instructions for completing each section are in the Needs Based Plan and Budget Bulletin, Instructions & Appendices.

The budget narrative is limited to a MAXIMUM of 50 pages, excluding charts, Special Grants Request Forms, and IL Documentation. All text must be in either 11-point Arial or 12-point Times New Roman font, and all margins (bottom, top, left, and right) must be 1 inch.

Note: On the following page, once the county inserts its name in the gray shaded text, headers throughout the document will automatically populate with the county name. Enter the county name by clicking on the gray shaded area and typing in the name.

Crawford

Needs Based Plan and Budget FYs 2009/10, 2010/11, and 2011/12

Version Control	
Original Submission Date:	
Version 2 Submission Date:	
Version 3 Submission Date:	
Version 4 Submission Date:	

Section 2: NBPB Development

2-1: Executive Summary

- Submit an executive summary highlighting the major priorities, challenges, and successes identified by the county since its most recent NBPB submission. The summary should include any widespread trends or staffing challenges which affect the county, particularly those which impact all outcome indicators.

Children and Youth Executive Summary

The agency's priorities over the past year have been:

- To employ a fully integrated intake unit (CYS, MR, MH & EI)
- To safely reduce the number of children in care by 10%
- To safely reduce the number of open/ongoing cases by 10%
- Reduce the use of traditional foster care by 30%

The agency's challenges over the past year have been:

- Working on the implementation of a Fostering Connections agreement
- Training staff to search for kin
- Ensuring that all staff are adequately trained on the new safety assessment
- Continuing our progress in making a cultural shift towards increased utilization of the Family Group Decision Making process

The agency's successes over the past year have been:

- Achieved a fully integrated screening/intake department
- Reduced the number of children in care
- Reduced the number of open/ongoing cases

Juvenile Probation Executive Summary

The JP Department's priorities over the past year have been:

- To implement a single supervision plan
- To integrate the use of our screening and assessment instruments into a more individualized supervision plan

The JP Department's challenges over the past year have been:

- Working with placements to get clients out of placement sooner
- Developing more individualized supervision plans
- Training staff on the appropriate use of the assessment information when making treatment decisions
- Developing the appropriate Competency Development programs

The JP Department's successes over the past year have been:

- Improving the use of mental health and drug and alcohol services.

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2-2a. Collaboration

Entity	County Engagement
County Children and Youth Agency Staff	Held weekly meetings and discussions during staff and supervisor's meetings
Juvenile Probation Staff	Participation in weekly NBB meetings with CYS staff as well as quarterly Children's Roundtable and Children's Advisory Council meetings.
Juvenile Court and Family Court Judges and Legal Counsel for Parties	Invited to participate in weekly NBB meeting, will be given a copy of the NBB to review prior to the community meetings.
Family Members and Youth, especially those who are or who have received services	Participated through the Integrated Children's Services Plan meetings
Child, Parent, and Family Advocates	Participated through involvement in the Children's Advisory Council meetings as well as quarterly Children's Roundtable meetings..
Mental Health and Mental Retardation service system	Participated in weekly NBB meetings and discussions through staff meetings, and the Integrated Children's Services planning process.
Drug and Alcohol Service System	Participated through involvement in the Children's Advisory Council and Integrated Children's Services Plan
Early Intervention System	Participated through involvement with the Integrated Children's Services Plan planning process
Local Education System	Participated through involvement in the Children's Advisory Council, Children's Roundtable and the Integrated Children's Services Plan.
Community Organizations which provide support and services to children and families	Participated through involvement in the Children's Advisory Council.
Current Service Providers	Participated through quarterly Children's Advisory Council and Provider Meetings as well as weekly Service Authorization meetings.

2-2b. Data Collection Details

Resource	Data Collected	Date of Data
US Census	Population, poverty statistics	2008
ICAMS (CAPS)	General Indicators Data	2006-present
JCMS	General Indicators Data, BARJ outcome	2000-present
CY 890	Adoption Data	Current
CY 28	Adoption, Shared Case Responsibility Information, In Home Service and Child Count, Placement Statistics	Current

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PA ChildStat	Truancy, Drop Out Rate, Abuse Allegations, Juvenile Arrests	2009
AFCARS	Child Placement Information	Current
US Census Bureau	Population	2009

2-3: Meeting Mandates

2-3a. PA Rules of Juvenile Court Procedure

Crawford County is addressing this mandate by currently having a case aide who is responsible for filing and delivering affidavits and summons, the caseworkers are tasked with creating shelter applications within 24 hours of a verbal court order being obtained, creating the motions for permanency and dispositional hearings, creating motions to terminate adjudications and the clerical staff are completing tasks such as: delivering completed motions and shelter applications to the court and county solicitor, preparing and sending out hearing notices 15 days prior to the scheduled court hearing, preparing and sending out court orders after the hearing has been conducted, delivering the summons and court hearing notice for dependency cases 10 days in advance of the hearing date. The agency has begun e-mailing court reports to attorneys and the court to expedite the delivery process. The agency also hired in 2008 a file clerk to be responsible for gathering the information requested by the attorney's in discovery and scanning all court orders into the computer for easier caseworker access. A Paralegal was obtained through SWAN for the 09-10 fiscal year and the paralegal has been tasked with looking at our internal system and making changes to help with our efficiency, meeting with the CYS attorneys on a monthly basis to keep them on track and updated, prepping witnesses for hearings, and attending prehearing conferences and other meetings dealing with court related information. The addition of the paralegal has greatly enhanced our efficiency and improved our court related timeframes.

2-3b. Truancy

Crawford County is working on addressing this mandate through collaboration with the Schools, Human Services, SAP, JPO, and the local District Judges. During the 09/10 school year the Schools, Human Services, SAP and JPO developed a strategy to identify the early warning signs that a child/adolescent may become truant. The identified warning behaviors include school tardiness, isolation, skipping class and then skipping school, drug and alcohol use and children with mental health issues. During the 10/11 school year when warning signs/triggers of truancy are identified by the school and/or county, a team approach will be taken to work with the adolescent and family by offering services such as SAP, MST, FGDM, MH and/or D/A, or other community services such as Big Brothers/Big Sisters. Services will be offered to any member of the family that may be in need. Human Services and the schools worked throughout the 2009-2010 school year to refine the Truancy Elimination Plan (TEP) process. The TEP process was implemented during 2008-2009, but some schools were still struggling with its efficacy and implementation. A standardized TEP process will be developed and executed by the 2010-2011 school year. Also, a team process will be implemented for the creation of each TEP. Teams will consist of school staff, parents, truant child, Human Services and others as deemed appropriate. The TEP team process will be developed and implemented by the 2010-2011 school year. Plans will be individualized to meet the needs of each child and family and will also be located at times/locations convenient to the child and family. Programs such as MST and FGDM will be utilized whenever appropriate to help execute each TEP. District Judges will also be involved in the process and will utilize their ability to fine, order community service or

even jail time to enforce the TEP and encourage parents and children to follow through with services and the TEP. Parents and children need their specific needs addressed, but also have ownership in the plan for it to be meaningful. According to a recent study of local school dropouts, many stated that more information on the difficulty of passing the GED, obtaining a job with no diploma and other obstacles that result from dropping out of school would have been stressed to them; they may not have been truant and then left school. The local school districts, Human Services and JPO plan to continue meeting on a regular basis to address truancy and other common needs in order to improve our relationships and expand the lines of communication. Through the above mentioned strategies, it is the agency's hope that truancy will be reduced to the state average if not lower, by the end of the 2010-2011 fiscal year and beyond.

2-3c. Quality Assurance Process

A CYS supervisor has been assigned the role of RMTS Coordinator/Observer. The assigned alternate is a CYS fiscal tech who will assume the role of Coordinator/Observer when the Coordinator/Observer is unavailable. The RMTS Coordinator/Observer and alternate have been trained on the RMTS Sampling Form, the activity codes and necessary documentation to support the activity chosen. The Coordinator/Observer will contact the identified worker at the designated sample moment and determine if they are working on a case, what program they are working on and what activity they are performing and complete the RMTS Sampling Form. If the worker is unavailable at the designated sample moment a RMTS survey will be left at the worker's desk for the worker to complete and will be collected within 24 hours of the designated sample moment by the Coordinator/Observer, then the Coordinator/Observer will complete the RMTS Sampling Form. If the Coordinator/Observer is unavailable the alternate will give the worker the RMTS survey at the designated sample moment or leave the RMTS survey at the worker's desk and will collect the RMTS survey within 24 hours of the designated sample moment, then the alternate will complete the RMTS Sampling Form. A copy of all documentation to support the activity chosen on the RMTS Sampling Form will be obtained within 24 hours of completing the RMTS Sampling Form, a copy of the RMTS Sampling Form will be attached, as well as the RMTS survey if it was necessary to have one completed, and will be kept in a filing cabinet in the CYS supervisor's office. The necessary imminent risk of removal from the home determination and absent effective preventive services foster care is the planned placement for the child wording has been added to the agency's Family Service Plans and to our petitions and court orders. The new worker orientation trainings that the agency provides in house were turned into DPW on June 22, 2006 and were approved by the ACF so that it can be counted as an activity code 10 and be eligible for 75% reimbursement.

2-3d. Fostering Connections

The agency has developed forms, policies and procedures to ensure compliance with the Fostering Connections special transmittal. A letter was created and initiated for compliance with the due diligence search and notification of all adult relatives within 30 days of a child's placement. A procedure was also created requiring caseworkers to initiate a conversation with parents and children regarding possible "kinship" options at the time of placement and documentation of the conversation is to be noted in a contact. The agency has also converted its Accurant account to the State's Accurant account and is taking advantage of the extra services available through the State's account to assist in diligent searches of possible "kinship" options. The agency is actively working with the local school districts within the county and the contracted placement agencies on a plan to ensure children to remain in their home school if appropriate while in placement. The agency is reimbursing agencies for mileage to have a child

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travel to their home school if it is no more than 45 miles away from the placement. The agency would reimburse the placement at the current rate they are reimbursed for any other type of transportation such as medical appointments. The annual adoption subsidy and SPLC subsidy contact letter has been revised to include questions to gather information regarding school attendance for the identified children. The agency created a transition plan and procedure for writing and distributing the plan and notified the staff of the procedure for using the plan at a staff meeting on April 22, 2009. Included on the plan are the youth's right to remain in care past their 18th birthday if they meet the requirements and their right to receive aftercare services through an Independent Living program. The agency has also hired in the 2009-2010 fiscal year a program specialist to act as the Independent Living worker for Crawford County's IL youth. With the addition of this staff IL services have improved for the county's youth, transitional meetings were held for all our youth exiting care, we have begun to run our own IL groups, created an IL lab for the county's youth and several of the youth have opted to go to college and remain in care past their 18th birthday. A letter was created to notify youth and their permanent caregivers who exit care and enter into kinship, guardianship or adoption of the ETG and CFCIP benefits. A letter was created to notify prospective adoptive parents of the Federal Adoption Tax Credit and the adoption caseworker takes the letter out to the prospective adoptive parents and reviews the information with them, documents the conversation in the contact and obtains their signature of receipt of the information. The agency received a paralegal from SWAN during the 09-10 fiscal year who has been very instrumental in the diligent search process for kin and is working to keep the county in compliance with the Fostering Connections mandates. The agency is looking to obtain an additional paralegal from SWAN for the 10-11 fiscal year to continue to improve our outcomes with the Fostering Connections mandates.

2-3e. Safety Assessment

Crawford County completed the training for the In Home Safety Assessment process in May 2009 and the community was trained by the beginning of July 2009. Crawford County has been using the In Home Safety Assessment process and completing the In Home Safety Assessment worksheet since July 1, 2009. For all new incidents coming into the agency as of July 1, 2009 the safety assessment process was implemented and the worksheet completed, for incidents that were already accepted for ongoing services, as the FSP or CPP came due, or if any new information regarding safety was reported then the worksheet was completed. As of July 1, 2010 every incident within the agency had at least one safety assessment worksheet completed. The agency underwent the licensing process in February 2010 and no major citations were noted regarding the safety assessment process or the worksheet. Crawford County continues to actively participate in the In Home Safety Assessment process, one of the supervisors is involved with several different work groups associated with the process. Also, Crawford County is actively involved in the Out of Home Safety Assessment process. Crawford County was one of the pilot counties testing the new Out of Home Safety Assessment worksheet and process that began in May 2010 and ended July 2010.

2-3f. Children & Family Services Act of 2006

In order to meet the requirements of the Children and Family Services Act of 2006 a policy was created in 2007 and a tracking form was created. Crawford County has been selected for the past three years by the State as one of the reporting counties. For the first reporting year the agency had 4 children selected and for Measure 1 the result was 100% and for Measure 2 the result was 71%. For the second reporting year the agency had 6 children selected and for Measure 1 the result was 100% and for Measure 2 the result was 89%, the agency had a 30% increase from the previous year. For the third reporting year the agency had 2 children selected

and for Measure 1 the result was 100% and for Measure 2 the result was 100%, the agency had a 10% increase. The agency will look to maintain the 100% result in the next reporting year.

2-3g. Development Evaluation & Early Intervention Referral

In keeping in compliance with the regulatory change enacted through the Child Abuse and Prevention Treatment Act – House Bill 2670, Act 146 of 2006 that requires any child under the age of 3 who had been identified as being a victim in a substantiated case of child abuse must be screened for and when appropriate referred to early intervention services Crawford County Children and Youth Services created an internal policy that every child who meets the criteria of CAPTA will be referred to Early Intervention for a full evaluation.

2-3h. CFSR Outcomes and Continuous Quality Improvement

In an attempt to meet the CFSR outcomes and improve the quality of services the agency provides to the community, the program specialists will be randomly picking cases from each unit throughout the year and completing the QSR questionnaire for the cases chosen to determine the quality of services being provided. The agency is also initiated a satisfaction survey that was completed by all agency personnel to help determine the quality of services being provided to the community as well as to the workers. Finally the agency is going to implement the Child STAT protocol to also help determine the quality of services being provided to the children of Crawford County and a Quality Assurance task force has been created to also aid in this endeavor.

2-3i. Shared Case Responsibility

Crawford County has created an implementation team comprised of the CYS Associate Director, the JPO Director, CYS Program Specialist, CYS Training Supervisor, CYS Paralegal, and two JPO Supervisors. Crawford County CYS and JPO have shared a case management/data collection computer system for the past three years, which enables the workers to readily be able to access information regarding consumers who are shared between the two agencies. The workers can view services the family has been offered and is being offered, case notes, placement information, legal information, and demographic information. Both agencies have been utilizing the CANS (child adolescent needs and strengths assessment) for the past three years and the assessment is part of the shared computer system. Crawford County also has county wide email and shared drives on the computer servers so that forms and information can be instantly and easily shared among the agencies. Steps are being taken to change CYS policy to include JPO workers in the case planning meetings, implementing a mandatory meeting to be held between workers when a case becomes shared, implementing mandatory monthly contact between workers, implementing a quarterly team meeting, and changing supervision forms to include questions regarding shared cases with JPO. Workers will be offered four training session between August 1, 2010 and September 30, 2010 regarding the worker's new responsibilities, roles, the policies, and the impact of the Shared Case Responsibility Bulletin and implementation will begin October 1, 2010. The County's Shared Case Responsibility Implementation Plan was sent to Mary Lou Warchola, Western Regional Rep, on June 18, 2010.

2-3j. The Child Abuse Prevention and Treatment Act (CAPTA) – Guardian Ad Litem training

Crawford County currently does not have any new Guardian ad Litem on their complement and it is not anticipated that any will be joining in the next year. Crawford County Human Services will create a memorandum of understanding with the court house stating that no new Guardian ad Litem will be assigned to a child without first completing the training offered by the APOC in regards to their duties and job functions.

2-3k. Chafee Foster Care Independence Program (CFCIP) - National Youth in Transition Database (NYTD) – Baseline Survey

Crawford County Human Services has hired an Independent Living Program Specialist. This person will keep track of and document the data for the NYTD. This person has attended trainings regarding this. This county also uses a database computer program ICAMS (CAPS). An alert may be added to the dashboard of the system to notify the Independent Living Program Specialist when a youth reaches the baseline age for needed documentation.

2-3l. Emergency and Disaster Planning

Crawford County Human Services has a policy in place to identify, locate and assure continuity of services for children receiving services in their own home, under State care or supervision in child residential and day treatment facilities and resource family homes who are displaced or adversely affected by a disaster or outbreak of disease. Our Disaster Plan Policy also ensures appropriate response to new child welfare cases in areas adversely affected by a disaster or other emergency situations as well as provides services in those cases. Further, Crawford County Human Services Disaster Plan provides for ongoing communication with caseworkers and other essential child welfare personnel who are temporarily displaced or debilitated because of a disaster or other emergency situation. Crawford County Human Services essential program records are located off site and are backed up many times over. As always, Crawford County Human Services will also coordinate services and share information with other agencies, programs, and/or States. Crawford County Human services will also continue to make certain that they contracted providers also develop emergency and disaster plans.

Crawford County is also in the process of developing a Continuity of Service Plan. Crawford County Children and Youth Services and Juvenile Probation, will be participating in this planning process to ensure their respective services, staff and consumers are covered in the event of a disaster or epidemic.

2-3m. Time Limited Family Reunification (TLFR)

- What steps are the county taking to address this mandate? **N/A Crawford County is not participating in this grant program.**

If your county is currently receiving Federal IV-B TLFR grant funds and you are requesting a continuation of TLFR program with state funds please answer the following questions:

- 1) The desired outcomes for the TLFR program may include a combination of the following:
 - a. Reduce the length of time that children spend in foster care.
 - b. Reduce the re-entry rates for children returning to county custody.
 - c. Reduce the number of placement moves for children in foster care.
 - d. Increase the stabilization of families who have a child in foster care in order to facilitate reunification with the family within 15 months.
 - e. Increase the rates and timeliness of reunification of children with their families.
 - f. Increase the success in locating absent parents as permanent resources for their children.
 - g. Enhance the working relationships between the CCYA and other agencies and service providers at the county and community levels to support families.
 - h. Enhance the CCYA's use of child profiles and child preparation for children in placement with a goal of reunification.

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Each CCYA must select a minimum of three outcomes. Identify and describe the outcome goals for your grant program from SFY 2008-2009 to SFY 2010-2011. Identify and describe if you plan to make any changes to your goals for SFY 2011-2012.

- 2) Identify and describe the results of the program during the grant funding period. i.e. How many children were reunified within 15 months? How many placements did the children experience?
- 3) What services and activities do you plan for SFY 2011-2012?
- 4) What changes, if any, will you be making to the program at the conclusion of the grant funding?
- 5) Did you realize any under spending of TLFR funds during any SFY?
 - a. If yes, please explain what changes, both programmatic and administrative, that you have made to ensure that you do not have under spending for SFY 2011-2012.

Section 3: General Indicators

3-1: County Information/Background

Population and poverty trends

The Census Bureau reports population of 88,521.

The Meadville Tribune reports that the number of unemployed people in Crawford County has climbed to 4,400. The unemployment rate in our county is 10% . We are unsure of how this will impact the agency however we are concerned that there will be an increase in need for services due to a decrease in the availability of alternative services through the community.

Issues in annual licensing review and/or the Quality Services Review

We had our annual licensing occur February 2010 and no systemic issues were found. We received 6 citations for minor infractions that were case specific in nature. The issues were addressed through enhancements to current policy and practice.

Other Changes or Important Trends

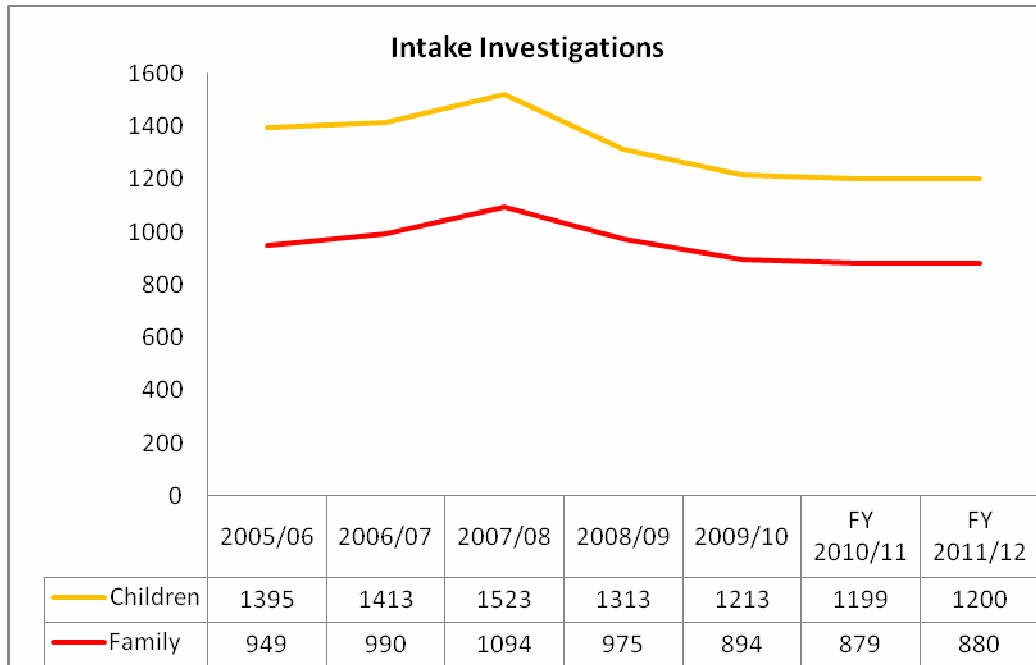
We had our Quality Services Review in November of 2006. We had a joint review with Mercer County Children and Youth. The QSR identified that Crawford County needed to work on increasing its ability to acquire permanency for its children, either through limiting the number of placements for a child or by decreasing the amount of time it takes for a child to either be returned home or freed for adoption. Crawford County also needed to improve in the area of engaging fathers in the child welfare system. Crawford County Human Services will continue working with the Pennsylvania Child Welfare Training Program and the SWAN Prime Contractor on improving in these identified areas of need. Several trainings have been identified as being useful in this endeavor: Achieving Permanency in Kinship Foster Care and Family Engagement and Crawford continues to work with SWAN on the most efficient use of our SWAN money. We have already seen results with our efforts from last year and hope the trend will continue.

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Crawford County had one family with eight children with 33 plus abuse investigations resulting in all of the children requiring placement. Four of the children are exclusively with CYS and four are joint cases with CYS and JPO.

3-2a. Intake Investigations

Insert the Intake Investigations Chart (Chart 1) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



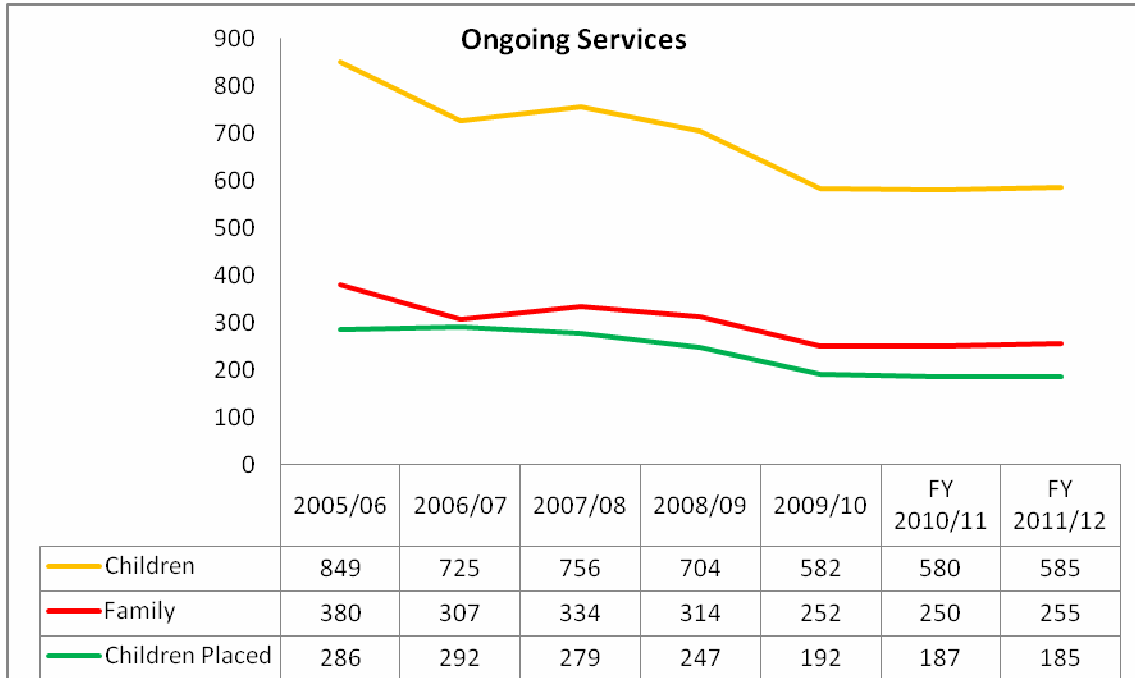
Click to Paste Chart

With the implementation of the In Home Safety Assessment process we have seen a decrease in the number of cases meeting the criteria for investigation due to lack of SOOVI or present danger. Crawford County also has a few grant funded programs in the county which enables our intake department to refer some families to community based programs when appropriate.

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3-2a. Ongoing Services

- Insert the Ongoing Services Chart (Chart 2) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

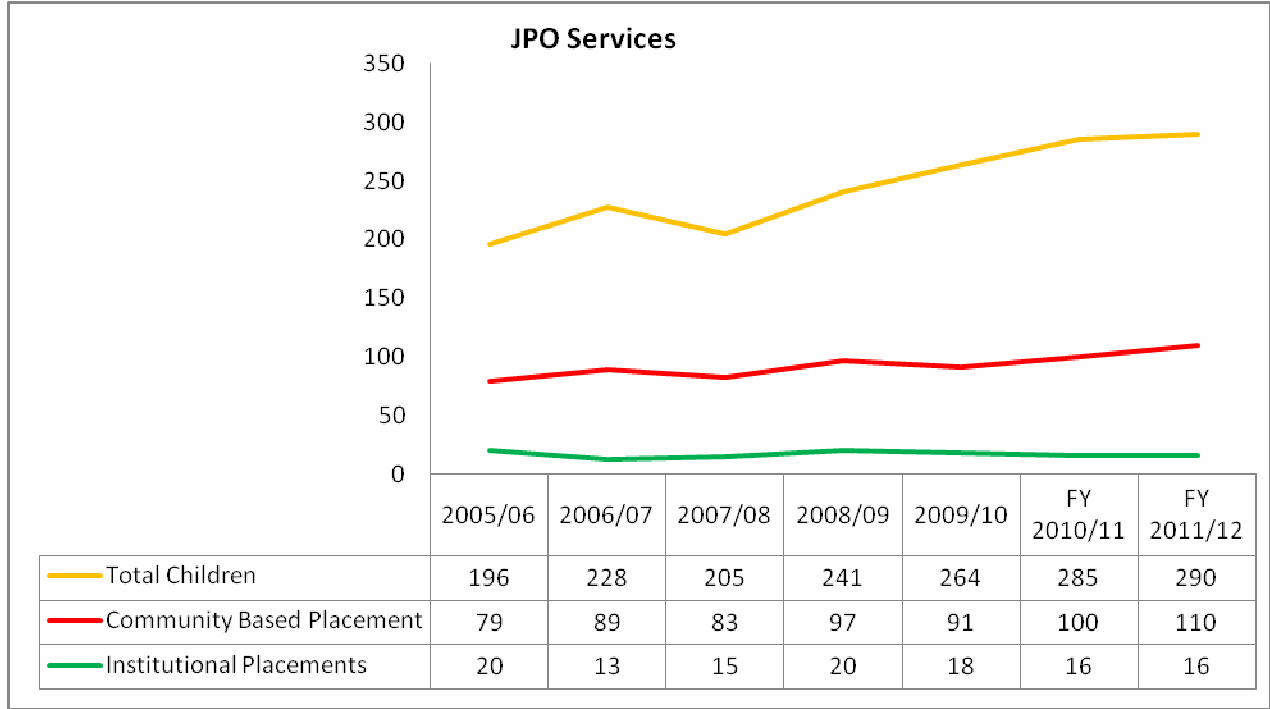


Click to Paste Chart

With the implementation of the In Home Safety Assessment process Crawford county has been able to close out some families who do not meet the SOOVI criteria. Also, FGDM has been in place for approximately 2 years and has begun to show some positive results. Further, Family Case Management has enabled the county to address the family’s multi needs in a more efficient manner therefore reducing the number of families requiring ongoing services. Crawford County has also started implementing SPLC which has contributed to the decrease in ongoing cases. Finally, Crawford County implemented the LSI program in 09/10 which has enabled the county to achieve permanency in a more timely manner, locate kinship resources, educate and assist the court system on the importance of Fostering Connections and Families 4 Children initiative.

3-2a. JPO Services

- Insert the JPO Services Chart (Chart 3) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



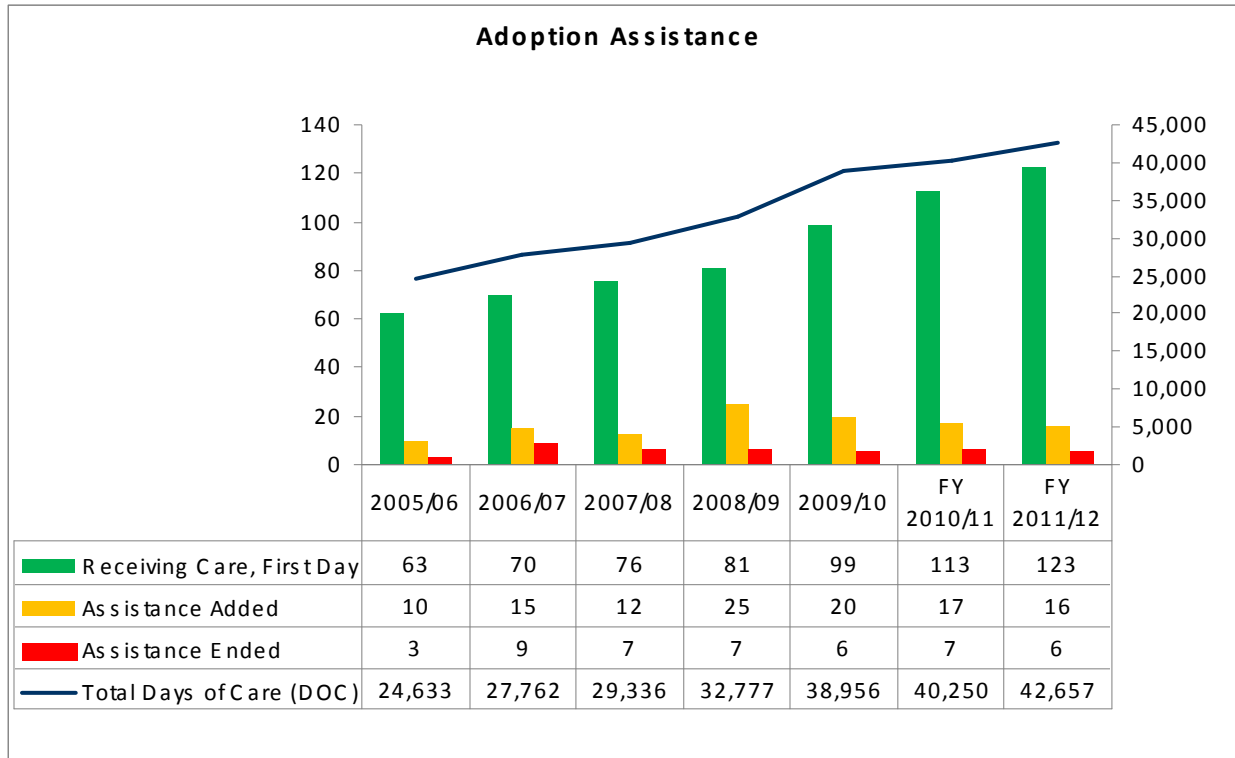
Click to Paste Chart

We believe that we have reached our low regarding children coming into the system and services provided. 2005 was our lowest year in children served after almost 10 years of declining intakes. Criminal activity usually goes in a bell shape curve and we are now in a up swing, which will last at least for the next 5 years.

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3-2b. Adoption Assistance

- Insert the Adoption Assistance Chart (Chart 4) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



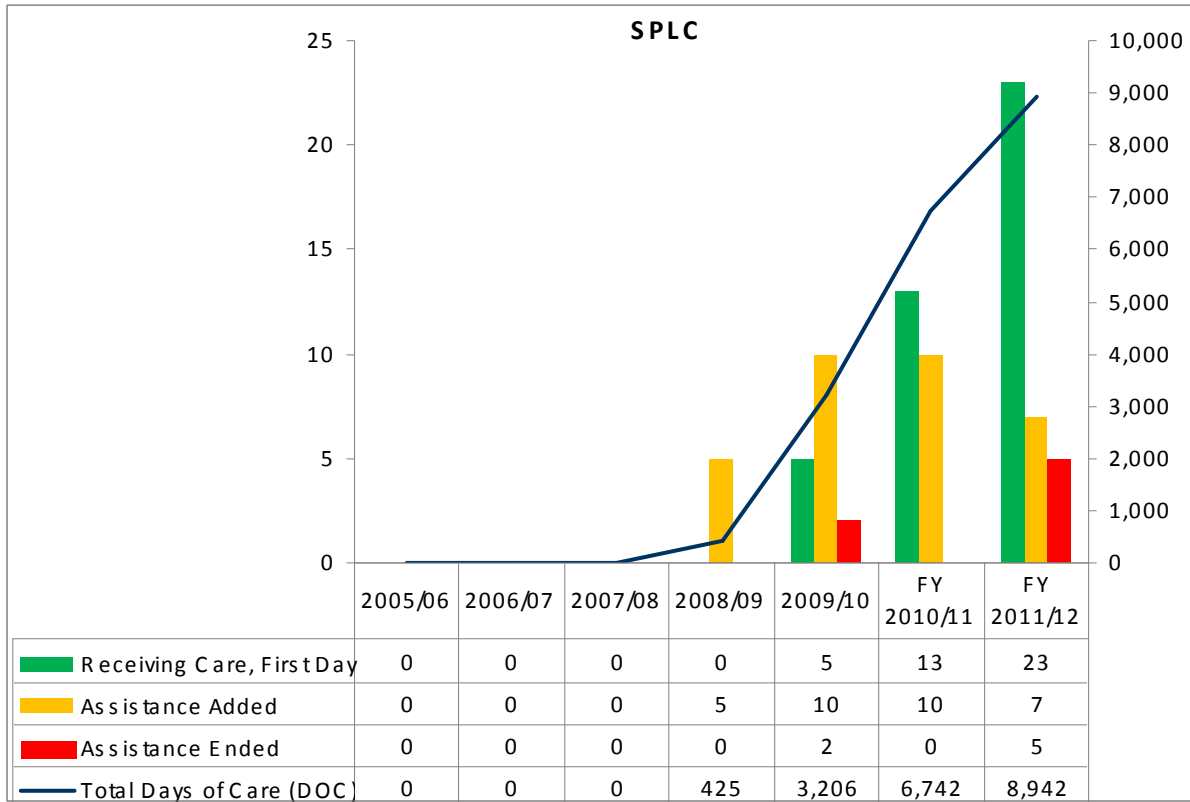
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Crawford County implemented the LSI program in 09/10 which has enabled the county to achieve permanency in a more timely manner, locate kinship resources, educate and assist the court system on the importance of Fostering Connections and Families 4 Children initiative. This can also be attributed to Concurrent Planning, the adoption caseworkers and supervisor, and Child Specific Recruitment through SWAN. There are two caseworkers who handle the adoption cases and they are dedicated to locating permanent pre-adoptive homes for children for children who do not have one yet.

Crawford

3-2c. Subsidized Permanent Legal Custody (SPLC)

- Insert the SPLC Chart (Chart 5) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



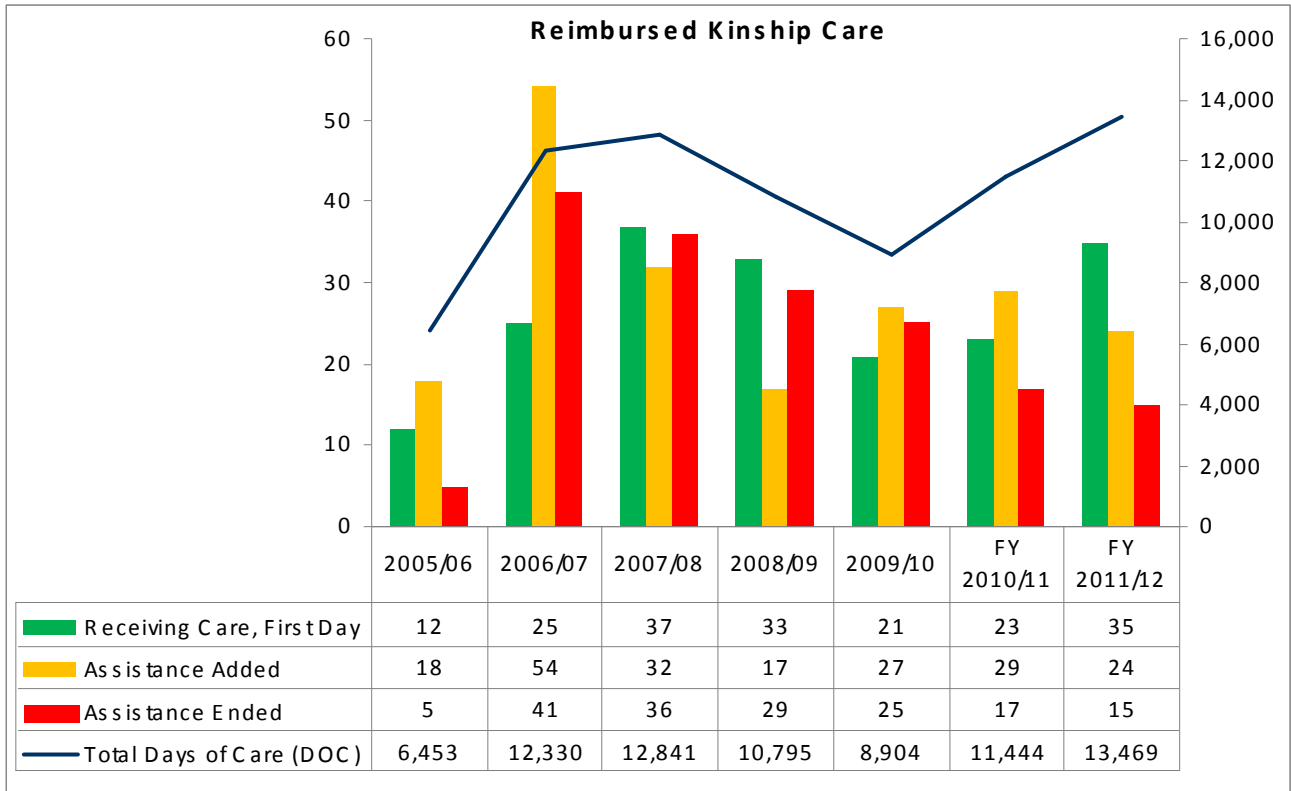
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Crawford County has seen the benefits of using SPLC throughout the 09/10 fiscal year and we anticipate making the use of SPLC a current practice with appropriate families for future permanency.

Crawford

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



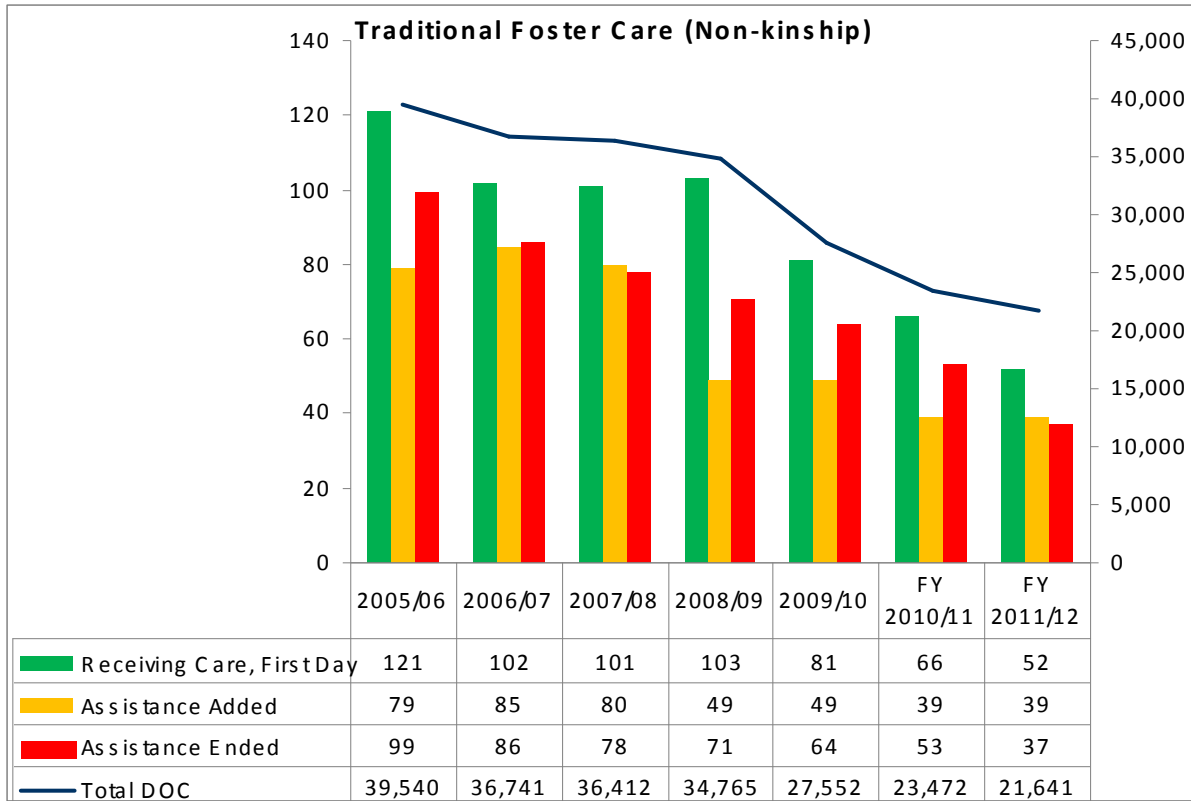
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Crawford county began implementing fostering connections on April 2009 and since then has been able to locate more kinship options for our placed children. Also, the addition of a paralegal to the ranks, who specializes in diligent searches, has increased the number of kin located for our children. Crawford County hopes to obtain a second paralegal in the 10/11 fiscal year, who would be assigned to intake, thereby increasing the number of diligent searches being conducted and kin being located.

Crawford

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



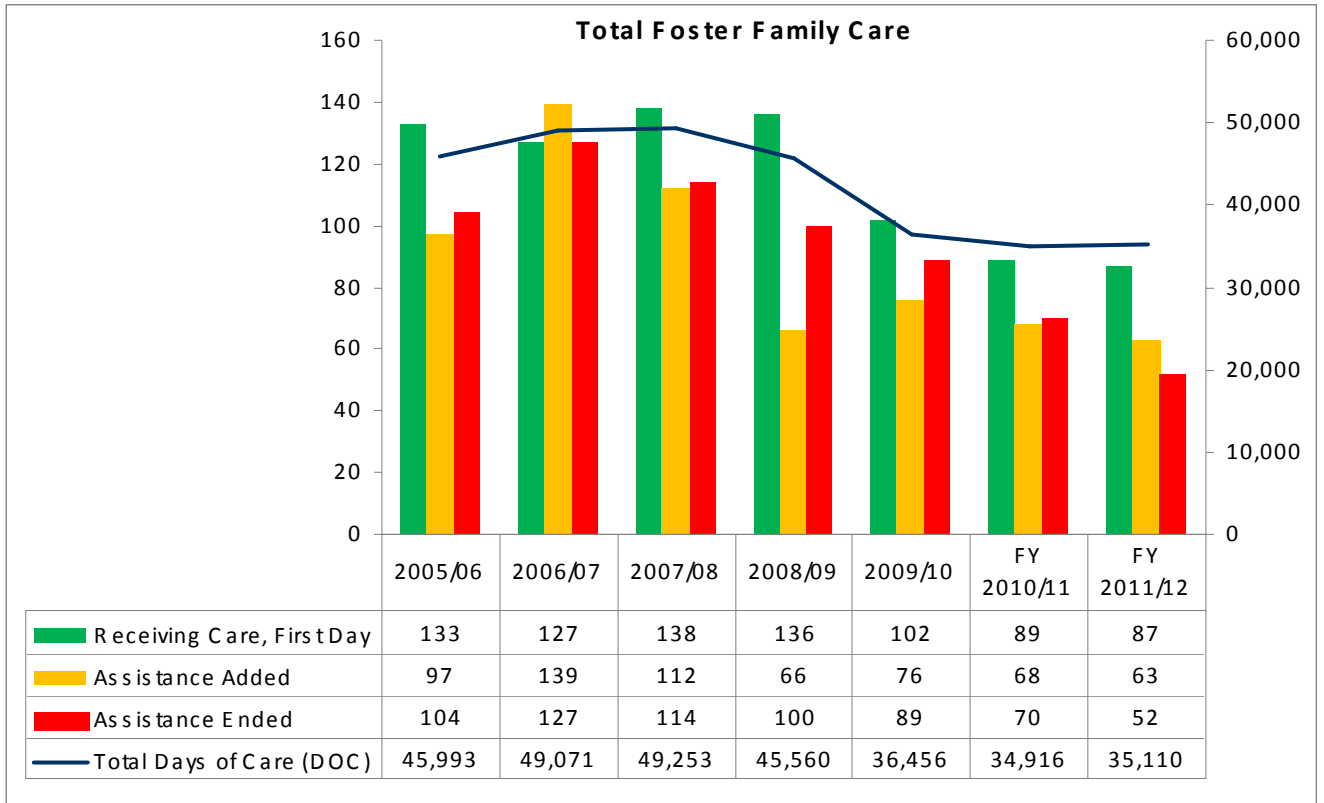
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Crawford county uses foster care as a last resort, preferring instead, if a child needs to be removed from their home of origin, to use kinship care.

Crawford

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

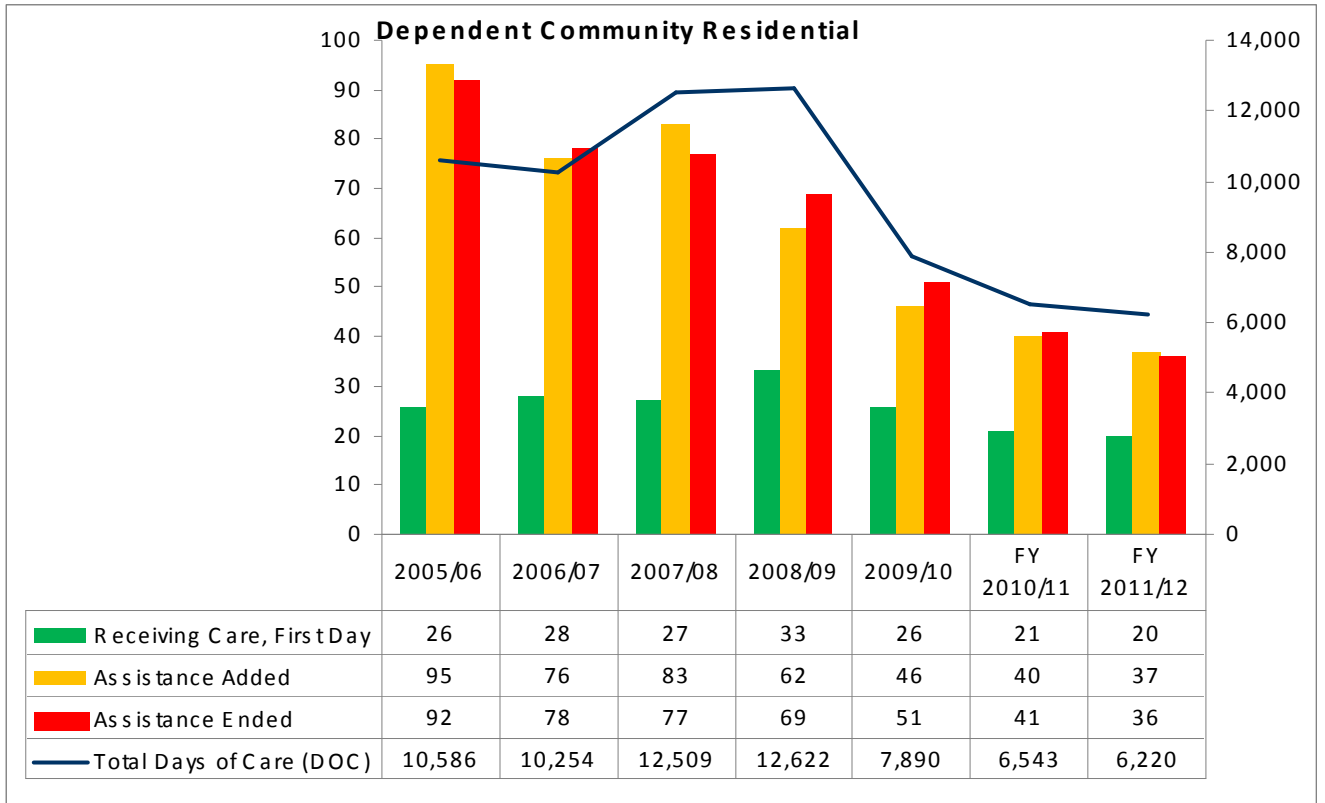


Click to Paste Chart

With the implementation of the In Home Safety Assessment process Crawford county has been able to decrease the number of children who enter foster care due to them not meeting the SOOVI criteria. Also, FGDM has been in place for approximately 2 years and has begun to show some positive results with children being able to leave care and return home sooner or move in with kin. Further, Family Case Management has enabled the county to address the family's multi needs in a more efficient manner therefore reducing the number of children requiring placement services.

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

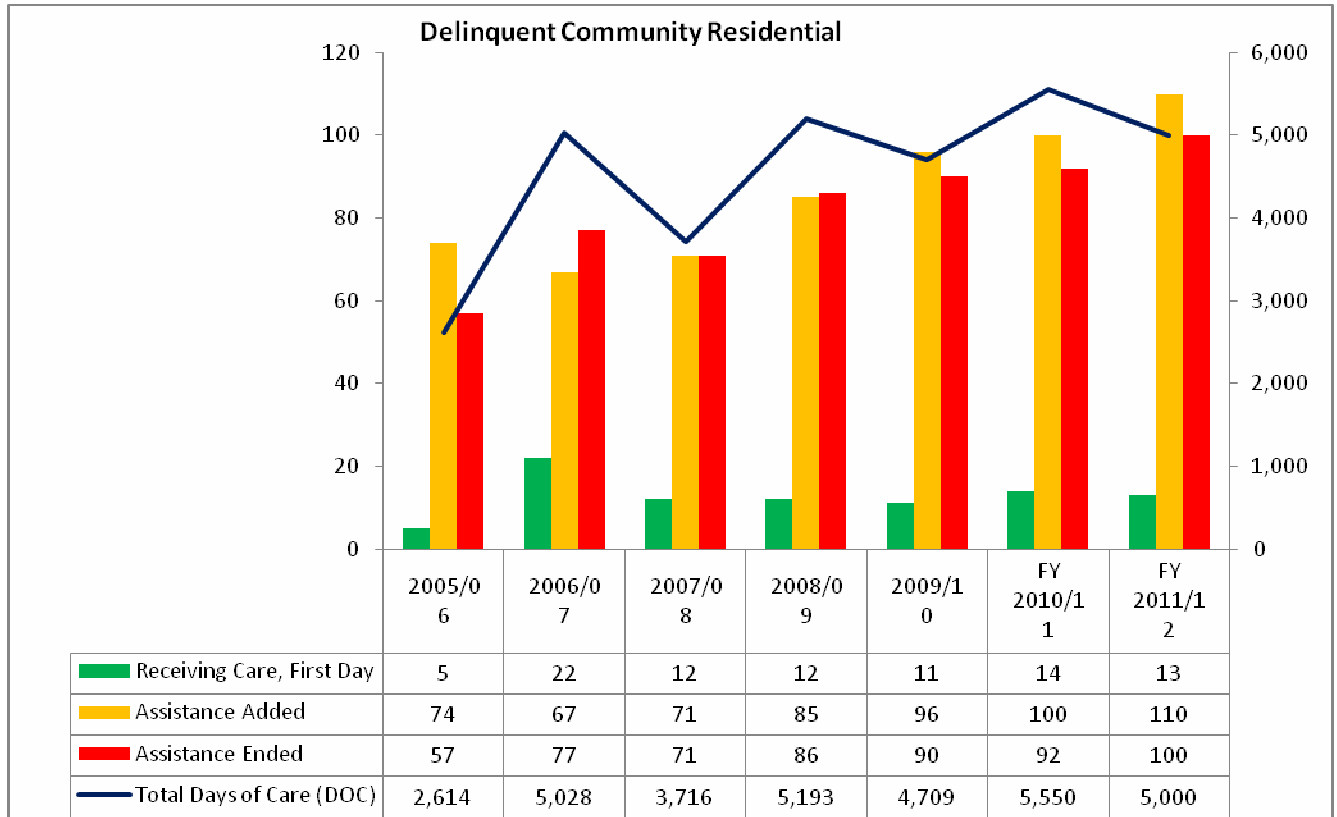


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With the addition of some quality, community based, grant funded programs the agency has been able to either keep children at home or place them into less restrictive placements.

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

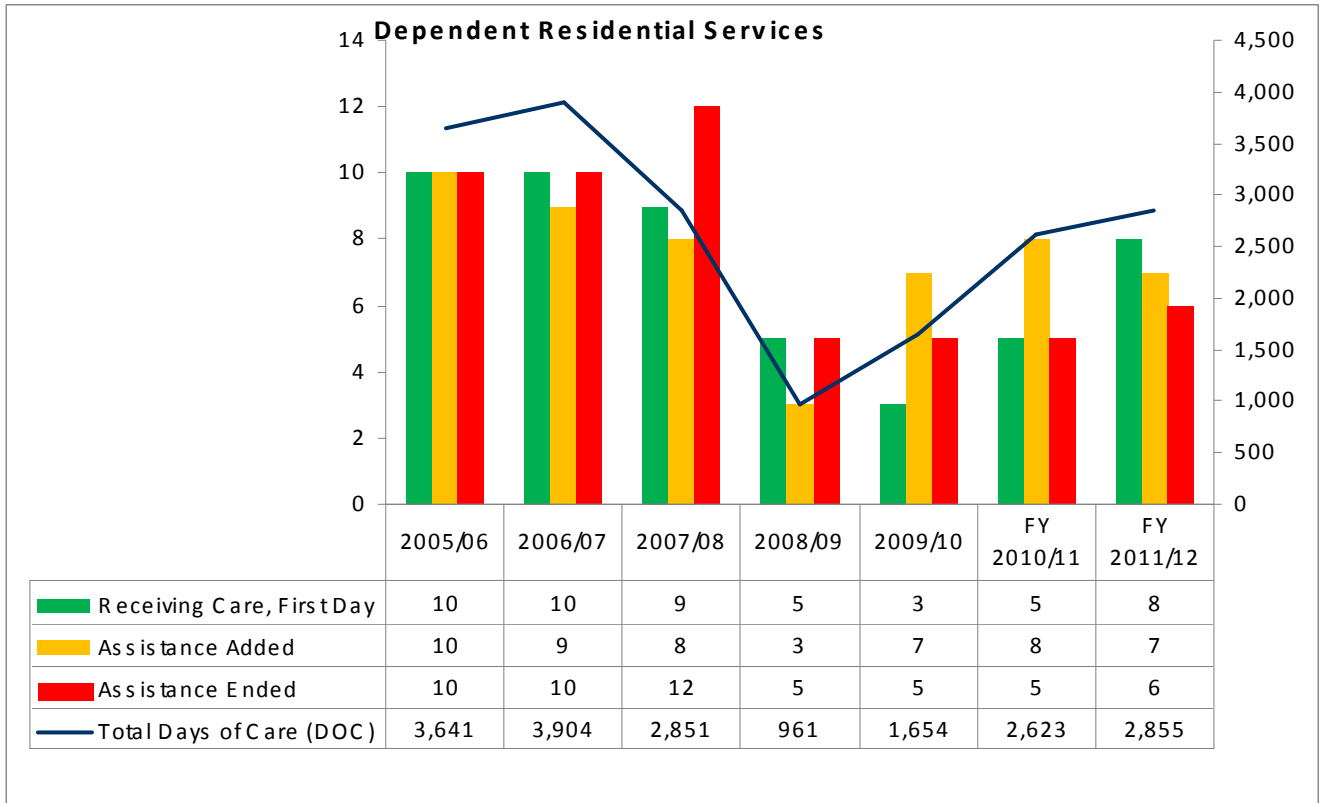


[Click to Paste Chart](#)

We have seen an increase in the use of out of home placement due to two factors. One is the increase in referrals and second is the types of problems the juveniles are coming into the system with. We are seeing more aggressive behaviors which result in placements due to the need for community safety, the high number of drug problems and sex offenders which have necessitated 40 to 50 percent of our placements over the past two years. We are not seeing a reduction in sex offenses or problems with drugs and alcohol.

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

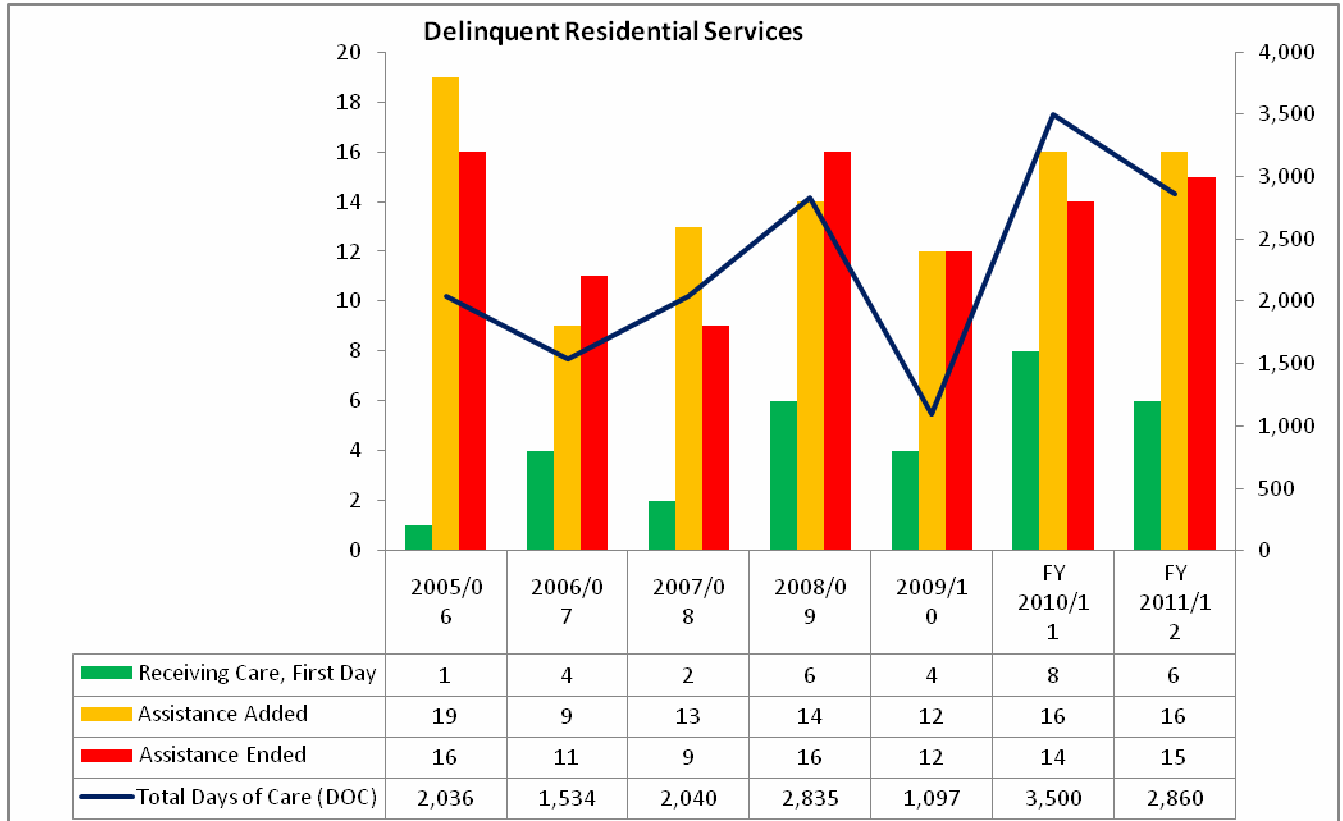


Click to Paste Chart

With the implementation of integration within our agency the caseworkers have been trained in recognizing and treating MH needs, in conjunction with the introduction of a common assessment tool to help identify MH needs and the creation of the family case management unit the agency has been better able to identify and treat the MH needs of the children in the county. The county has come to the conclusion that the least restrictive placement does not always mean foster care first. It means meeting the needs of the child individually and the agency has found that placing children for a short time in a residential program for treatment and then returning them home with supportive community resources has better outcomes then doing it in reverse.

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-14), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

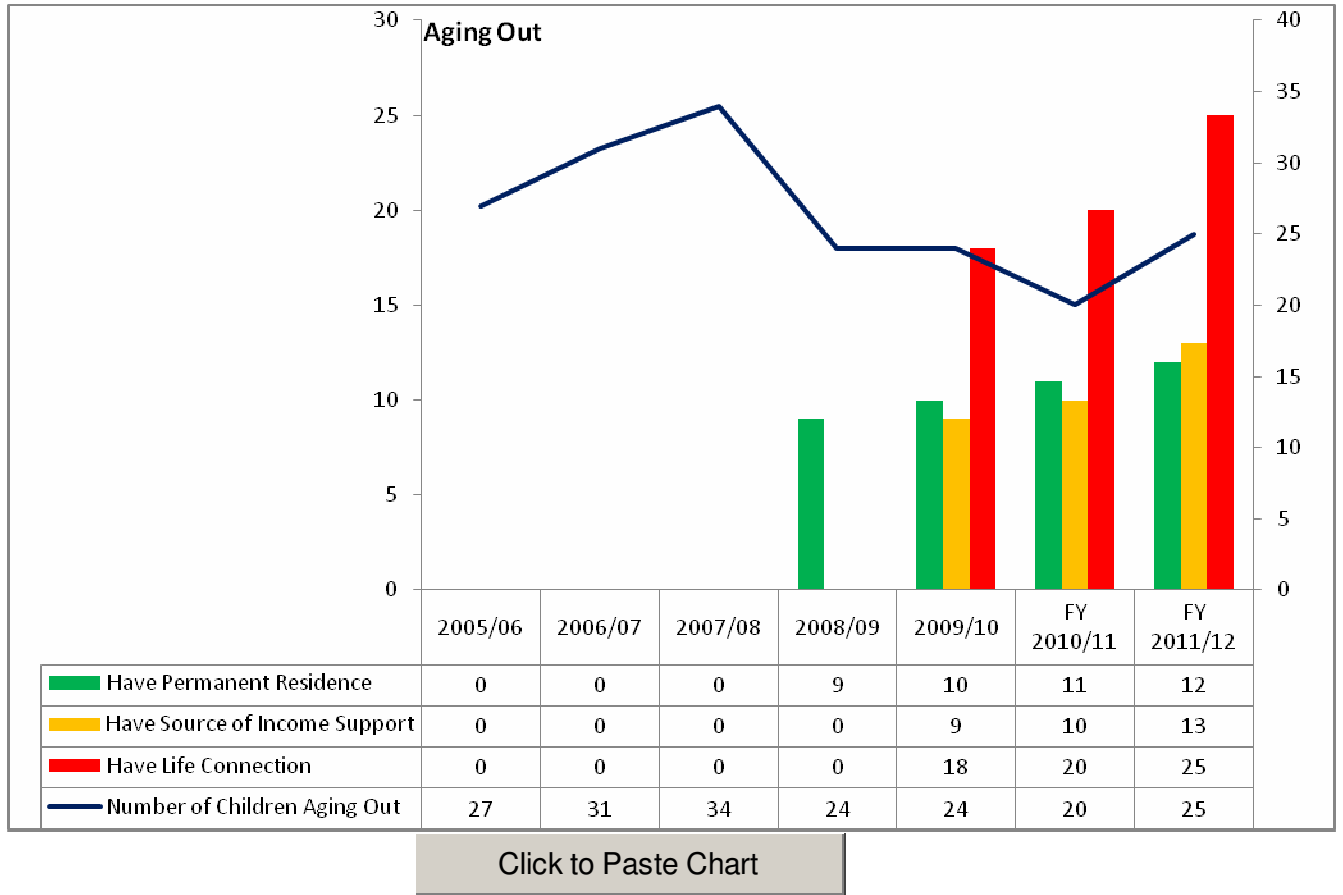


Click to Paste Chart

We have seen an increase in the use of residential services due to aggressive behavior and drug and alcohol problems. Over the last two years we have been using short term inpatient programs for the drug problems with some success, however, we have seen several that have continued heavy usage. We currently have three youth placed at Summit in the drug and alcohol program. These three placements are being paid through managed care, so the above chart does not reflect the number of days of care.

3-2e. Aging Out

- Insert the Aging Out Chart (Chart 15). If the county does not have sufficient data to analyze trends, describe how the county plans to track this data in the future.



With the implementation of an Independent Living Program Specialist, Crawford County is now better positioned to effectively transition youth from care with various services in place. We plan to work diligently to ensure that an increased number of aging out youth have a permanent place to live, a source of income and a life connection.

3-2f. General Indicators

Insert the complete table from the *General Indicators* tab. No narrative is required in this section.

3-2: General Indicators		
Type in PURPLE boxes only (blue for Excel 2007 users)		
County Number:	20	Class 6
Crawford County		
Copy Part 1 for Narrative insertion	Copy Part 2 for Narrative insertion	Print

3-2a. Service Trends								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected		2005-09 % Change
						FY 2010/11	FY 2011/12	
Intake Investigations								
Children	1395	1413	1523	1313	1213	1199	1200	-13.0%
Family	949	990	1094	975	894	879	880	-5.8%
Ongoing Services								
Children	849	725	756	704	582	580	585	-31.4%
Family	380	307	334	314	252	250	255	-33.7%
Children Placed	286	292	279	247	192	187	185	-32.9%
JPO Services								
Total Children	196	228	205	241	264	285	290	34.7%
Community Based Placement	79	89	83	97	91	100	110	15.2%
Institutional Placements	20	13	15	20	18	16	16	-10.0%

3-2b. Adoption Assistance								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected		2005-09 % Change
						FY 2010/11	FY 2011/12	
Adoption Assistance								
Receiving Care, First Day	63	70	76	81	99	113	123	57.1%
Assistance Added	10	15	12	25	20	17	16	100.0%
Assistance Ended	3	9	7	7	6	7	6	100.0%
Total Days of Care (DOC)	24,633	27,762	29,336	32,777	38,956	40,250	42,657	58.1%

3-2c. SPLC								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected		2005-09 % Change
						FY 2010/11	FY 2011/12	
Subsidized Permanent Legal Custodianship								
Receiving Care, First Day	0	0	0	0	5	13	23	#DIV/0!
Assistance Added	0	0	0	5	10	10	7	#DIV/0!
Assistance Ended	0	0	0	0	2	0	5	#DIV/0!
Total Days of Care (DOC)	0	0	0	425	3,206	6,742	8,942	#DIV/0!

Crawford

3-2d. Placement Data								
Indicator	FY	FY	FY	FY	FY	Projected		2005-09
	2005/06	2006/07	2007/08	2008/09	2009/10	FY 2010/11	FY 2011/12	% Change
Traditional Foster Care (non-kinship)								
Receiving Care, First Day	121	102	101	103	81	66	52	-33.1%
Assistance Added	79	85	80	49	49	39	39	-38.0%
Assistance Ended	99	86	78	71	64	53	37	-35.4%
Total DOC	39,540	36,741	36,412	34,765	27,552	23,472	21,641	-30.3%
Reimbursed Kinship Care								
Receiving Care, First Day	12	25	37	33	21	23	35	75.0%
Assistance Added	18	54	32	17	27	29	24	50.0%
Assistance Ended	5	41	36	29	25	17	15	400.0%
Total Days of Care (DOC)	6,453	12,330	12,841	10,795	8,904	11,444	13,469	38.0%
Foster Family Care (Total of 2 above)								
Receiving Care, First Day	133	127	138	136	102	89	87	-23.3%
Assistance Added	97	139	112	66	76	68	63	-21.6%
Assistance Ended	104	127	114	100	89	70	52	-14.4%
Total Days of Care (DOC)	45,993	49,071	49,253	45,560	36,456	34,916	35,110	-20.7%
Non-reimbursed Kinship Care								
Receiving Care, First Day	0	0	0	0	0	0	0	#DIV/0!
Assistance Added	0	0	0	0	0	0	0	#DIV/0!
Assistance Ended	0	0	0	0	0	0	0	#DIV/0!
Total Days of Care (DOC)	0	0	0	0	0	0	0	#DIV/0!
Dependent Community Residential								
Receiving Care, First Day	26	28	27	33	26	21	20	0.0%
Assistance Added	95	76	83	62	46	40	37	-51.6%
Assistance Ended	92	78	77	69	51	41	36	-44.6%
Total Days of Care (DOC)	10,586	10,254	12,509	12,622	7,890	6,543	6,220	-25.5%
Delinquent Community Residential								
Receiving Care, First Day	5	22	12	12	11	14	13	120.0%
Assistance Added	74	67	71	85	96	100	110	29.7%
Assistance Ended	57	77	71	86	90	92	100	57.9%
Total Days of Care (DOC)	2,614	5,028	3,716	5,193	4,709	5,550	5,000	80.1%
Juvenile Detention								
Receiving Care, First Day	0	0	0	0	0	0	2	#DIV/0!
Assistance Added	1	1	1	0	0	2	1	-100.0%
Assistance Ended	1	1	1	0	0	0	1	-100.0%
Total Days of Care (DOC)	5	28	2	0	0	20	45	-100.0%

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3-2e. Aging Out Data								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected		2005-09 % Change
						FY 2010/11	FY 2011/12	
Dependent Residential Services								
Receiving Care, First Day	10	10	9	5	3	5	8	-70.0%
Assistance Added	10	9	8	3	7	8	7	-30.0%
Assistance Ended	10	10	12	5	5	5	6	-50.0%
Total Days of Care (DOC)	3,641	3,904	2,851	961	1,654	2,623	2,855	-54.6%
Delinquent Residential Services								
Receiving Care, First Day	1	4	2	6	4	8	6	300.0%
Assistance Added	19	9	13	14	12	16	16	-36.8%
Assistance Ended	16	11	9	16	12	14	15	-25.0%
Total Days of Care (DOC)	2,036	1,534	2,040	2,835	1,097	3,500	2,860	-46.1%
3-2e. Aging Out Data								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected		2005-09 % Change
						FY 2010/11	FY 2011/12	
Aging Out								
Number of Children Aging Out	27	31	34	24	24	20	25	-11.1%
Have Permanent Residence	n/a	n/a	n/a	9	10	11	12	#VALUE!
Have Source of Income Support	n/a	n/a	n/a	n/a	9	10	13	#VALUE!
Have Life Connection	n/a	n/a	n/a	n/a	18	20	25	#VALUE!

Section 4: County Programs & Services

4-1: Children/Families not Accepted for Service

Crawford County has two screeners who receive all of the calls for the agency. Their role is to obtain information from the caller to determine the nature of the call and assess the call for safety and risk of the children. If the call does not meet the requirements for a CYS investigation the call is directed to the appropriate categorical for assessment, referred to community services, or entered as an I&R. If the call does meet the requirements for a CYS investigation the call is directed to an intake worker for investigation. The intake worker's objective is twofold, to determine if abuse or neglect occurred and to make a determination regarding the family's need for ongoing services. The intake worker conducts multiple assessments throughout their investigation to help them make their determinations. The workers complete the In Home Safety Assessment, the PA Model Risk Assessment, and the Child and Adolescent Needs and Strengths assessment (CANS). The workers also have the availability to refer the family to several community services to aid in their determination. Brief services can conduct a parenting assessment, CART can conduct a risk assessment and ABEL assessment to determine the risk an offender would be in the community and their preferences and ability to participate in therapy. From the assessments, worker observation, family input, and service provider input a determination is made as to whether or not the family is going to be accepted for ongoing services. If a family does not appear to have or feel they have the skills necessary to prevent future abuse or neglect from occurring or ensure the safety of the children then the family will be accepted for ongoing services.

➤ 4-2: New/Enhanced Programs

- ❑ Briefly explain requests for funding of new programs or enhancements to existing programs. The explanation must include why the county is seeking funding for the new/enhanced program and how it relates to needs identified in the county.

Crawford County is not requesting funding for new programs or enhancements to existing programs.

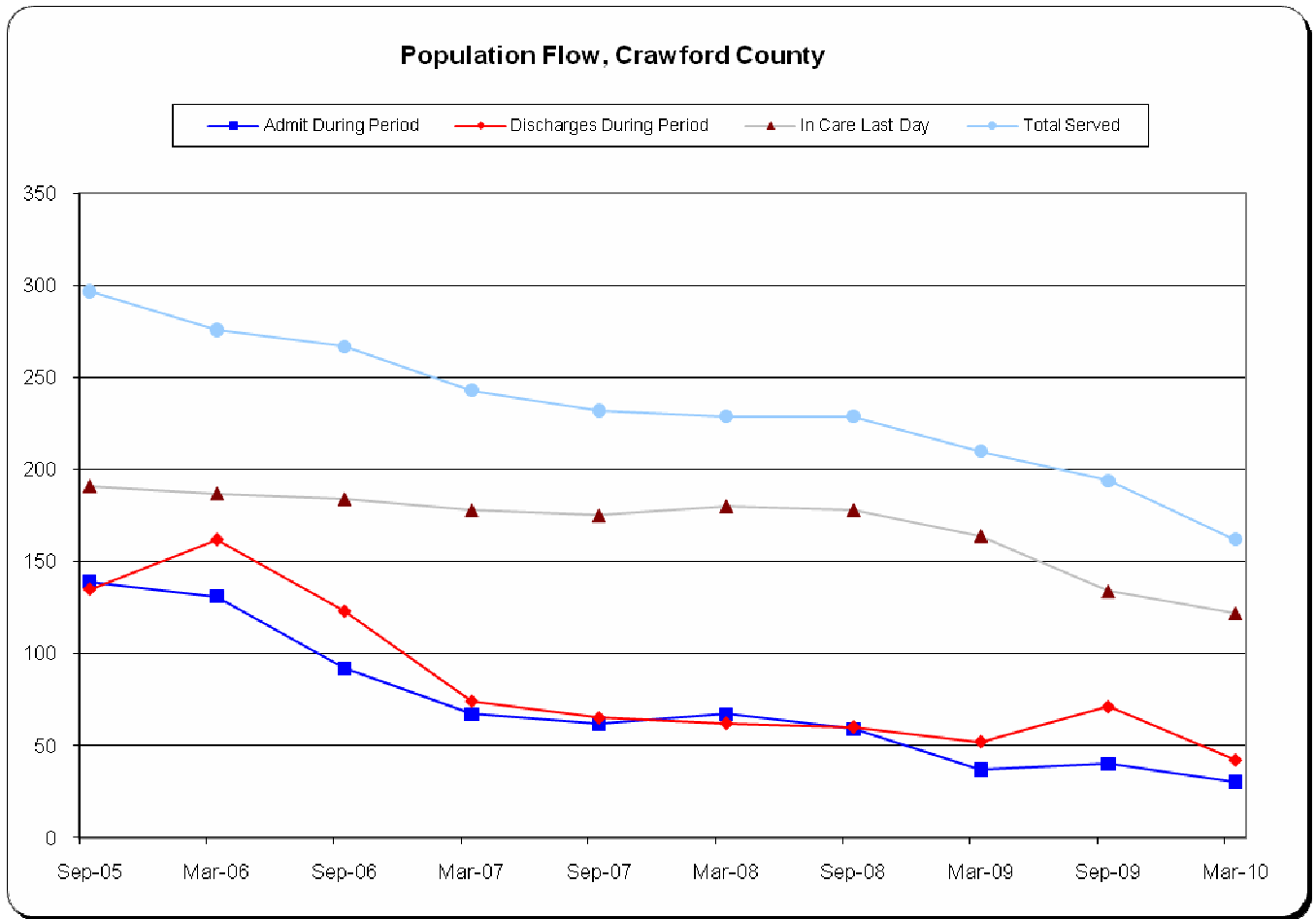
- ❑ In the specific budget adjustment forms for new initiatives or services, identify cost savings and reduced rates, and provide evidence that the new program is less expensive or more effective than the current service.
- ❑ For enhanced programs, describe how the program is effective.
- ❑ For enhanced programs, discuss the expected level of program improvement, and describe how the program will reduce costs or the rate of future cost increases.

Section 5: Outcome Indicators

**➤ 5-1a. Foster Care Population Flow
(See HZA Data Package)**

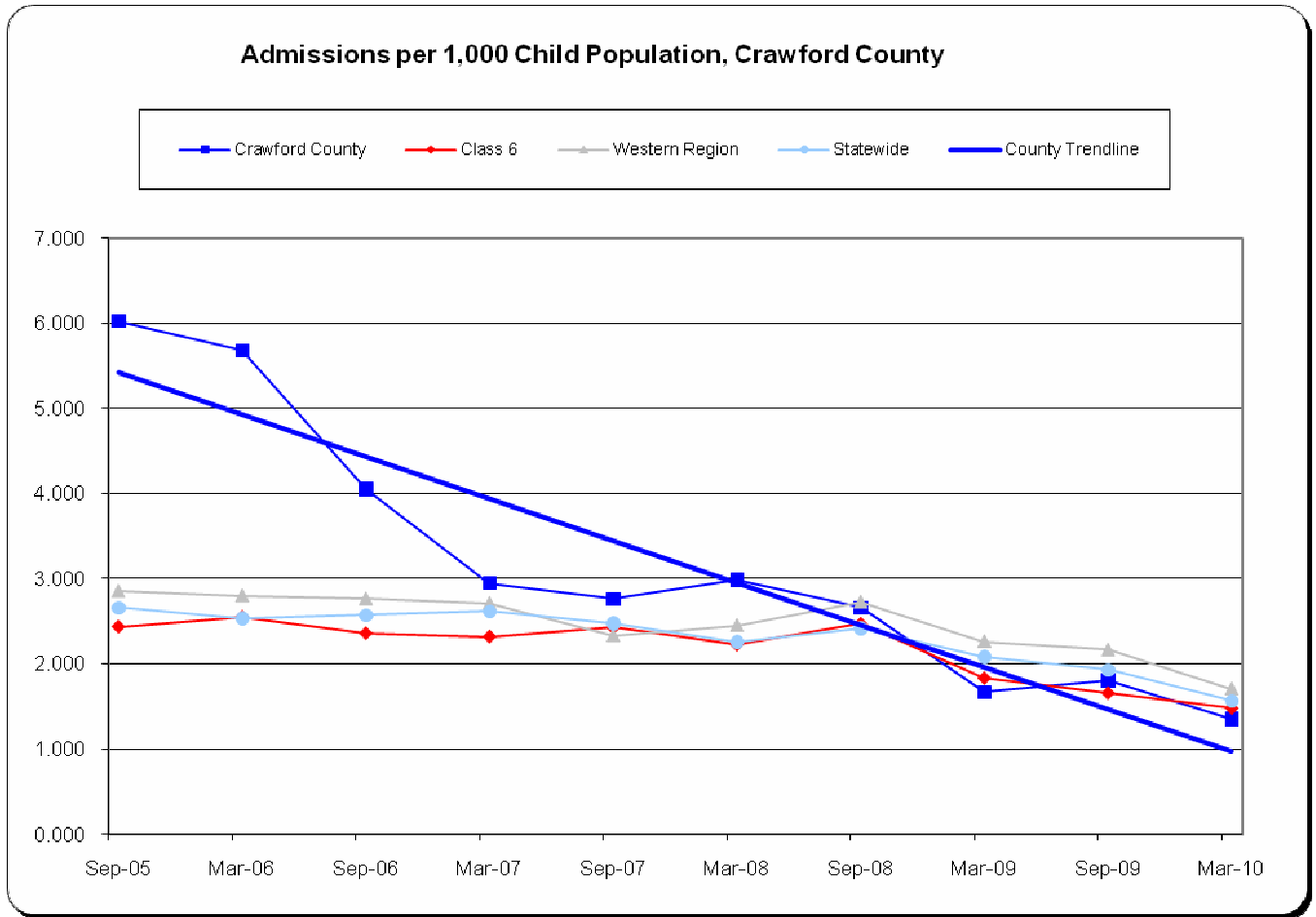
On the following pages, paste up to three charts from the HZA data. Each chart should be pasted on a separate page.

Crawford



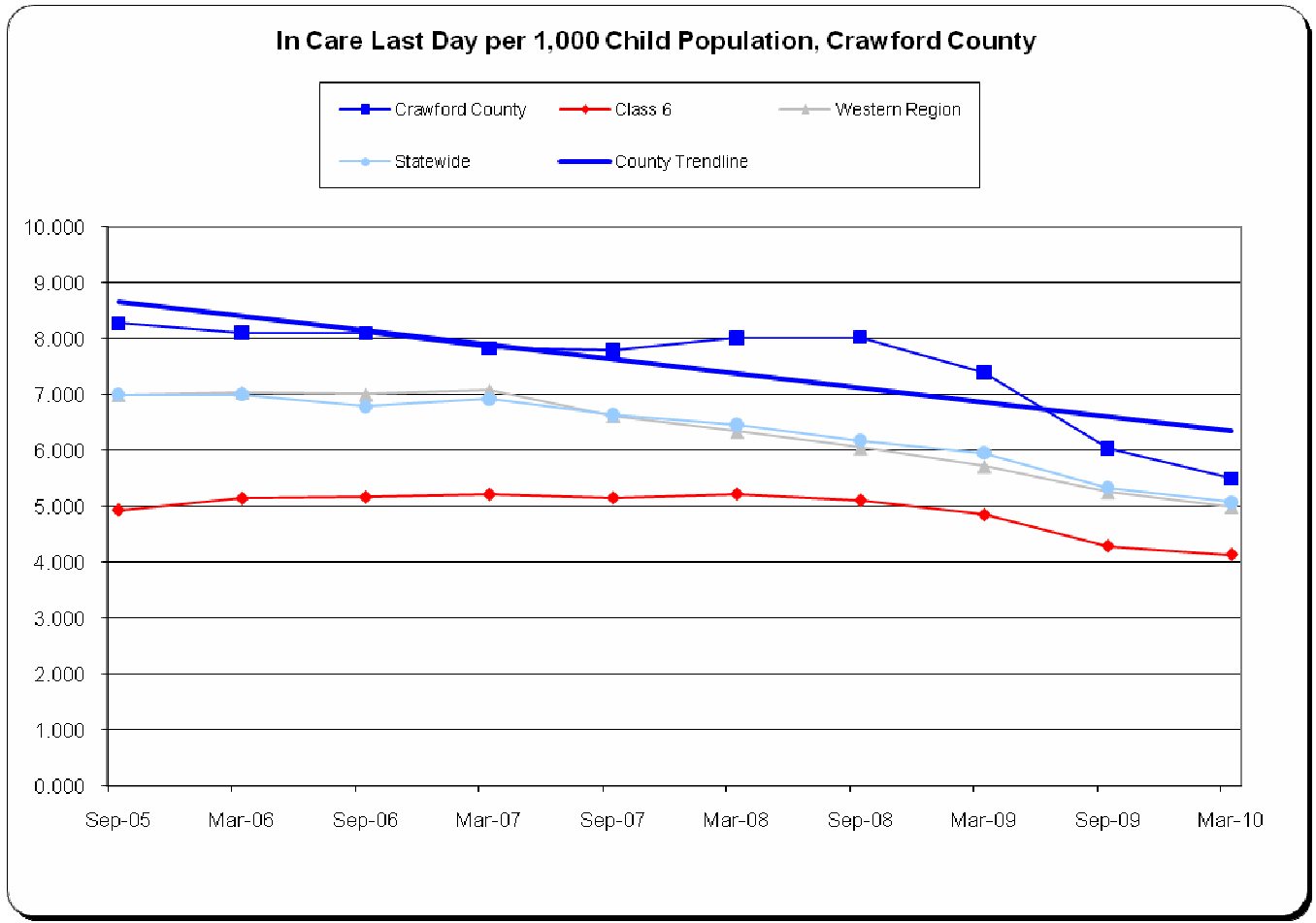
Click to Paste HZA chart

Crawford



[Click to Paste HZA chart](#)

Crawford



Click to Paste HZA chart

- Is the overall trend in the number of children being served or in care in the county different than that in the state as a whole? In counties of the same class?

Crawford County is slightly higher but continuously shows a decline towards meeting the state wide average and other class 6 counties.

- Please describe what demographic factors, if any, have contributed to changes in the number of children being served or in care.

None noted.

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- ❑ Please describe what changes in agency priorities or programs, if any, have contributed to changes in the number of children served or in care and/or the rate at which children are discharged from care. The number of children being served, or in care and/or the rate at which children are discharged have declined. It is believed that the new safety assessment is a cause for this. The safety assessment has specific criteria for if a child should be placed or returned home. Another factor that has contributed to this is the new integrated screening process. By having a screener who has the knowledge base of CYS, Mental Health and Mental Retardation, more families are being referred to the appropriate community services therefore not needing CYS intervention. Our county also utilizes Family Group Decision Making to help families implement concrete plans to safely return a child home or prevent placement.
- ❑ Are there any demographic shifts which impact the proportions of children in care (for example, are younger children making up a larger proportion of admissions than in years past)?

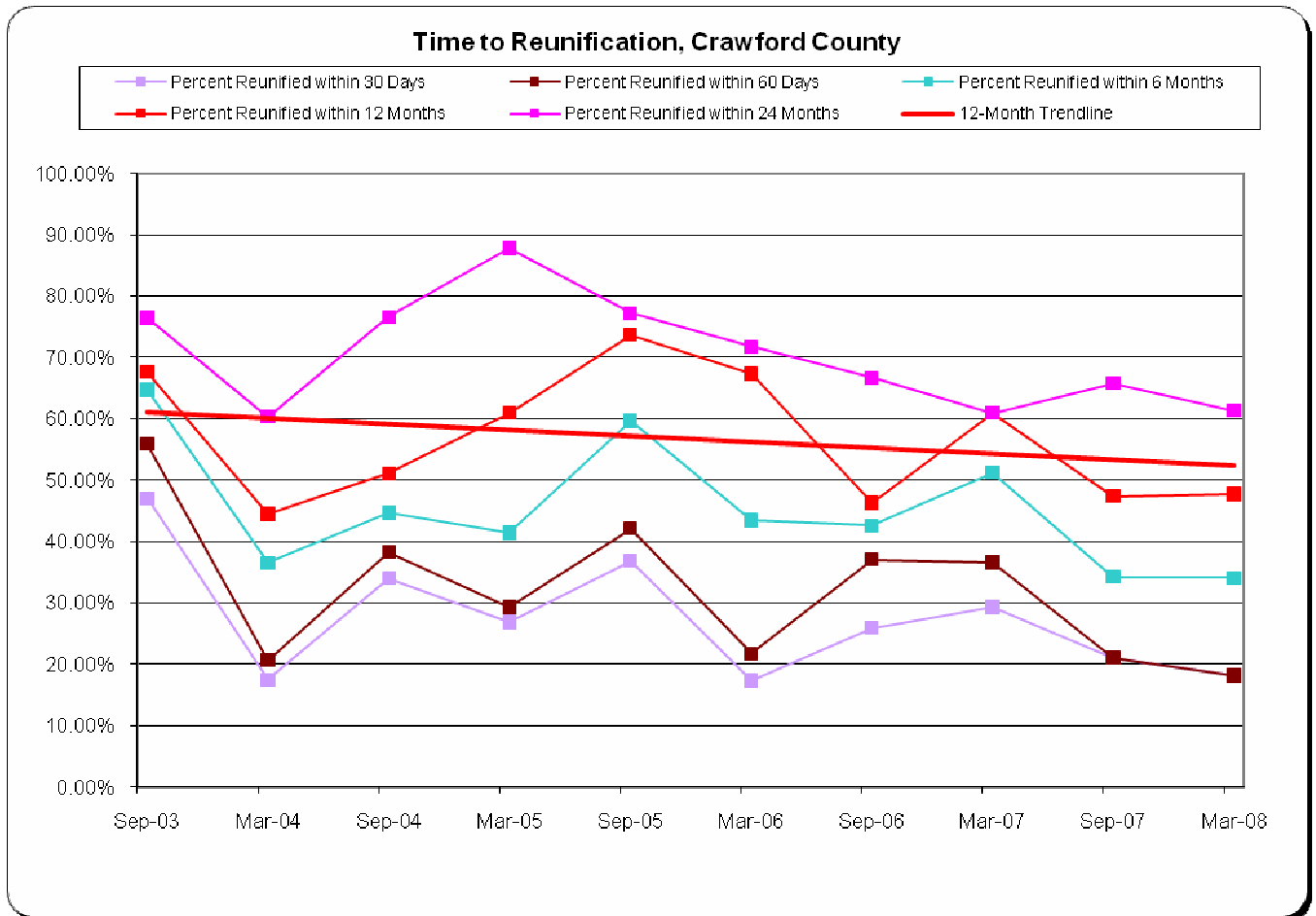
None noted.

- ❑ How has the county adjusted staff ratios and/or resource allocations (both financial and staffing, including vacancies, hiring, turnover, etc.) in response to a change in the foster care population? Is the county's current resource allocation appropriate to address projected needs?

No, the current resource allocation is not appropriate to address the projected needs of the county. Our staff allocation was reduced from 58.2 to 48.1 in one year.

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5-1b. Reunification Survival Analysis (See HZA Data Package)



Click to Paste HZA chart

- ❑ Is the county’s performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends? By analyzing the chart, it appears that Crawford County is slightly declining in reunification over time. This trend may continue due to in the past years, children were placed for truancy, for families breaking safety plans and for children’s having behavioral issues. As Child Welfare changes, children are no longer being placed for just truancy, or for behavioral issues and the safety assessment process has changed also. This means that children are being placed for far more serious family issues causing them to remain in placement longer so that services can help alleviate the safety concerns.

- ❑ If there are fewer reunifications within 12 months of the child’s removal, what is happening to those children? Are they returning home later or eventually being discharged in some other way?
Crawford County is experiencing fewer reunifications within 12 months. According to the trend line we have been declining. After reviewing the Case Level Data, the children who

Crawford

are not being reunified within 12 months are typically being discharged in some other way, such as adoption, SPLC or APPLA.

- ❑ Are children being reunified more quickly, or more slowly, than in past years? Does the timeliness of the reunifications reflect the changing needs of families in the county? Among children reunified in less than 30 days, were the services provided sufficiently to alleviate the concerns that led to the child's removal? What services could have prevented removal of children who were reunified within 30 days? The graph shows that children are being reunified at a more slower rate than in past years. It is believed that this is due to the children being placed, are placed due to significant concerns. Of the children reunified in less than thirty days, when the child returned home, services were implemented. For the majority of children returned home in less than thirty days, they were families that were being assessed in the intake department and the concerns were serious enough that the authorization of services would not have protected the children at that specific time. The other children who were reunified in less than 30 days did have services in place. Since 2007 Crawford County has more options for services, that may have been appropriate but were not available at that time. The Case Level Data was used to answer these questions.

- ❑ How does the county's data compare to other counties of the same county class size? To the statewide data?
An average was taken from Measure 2: Reunification Survival Analysis for all categories. When compared to other counties and of other same class counties, Crawford County is comparable. Crawford County does have a slightly higher rate of reunifying children within 30 and 60 days. It should be noted that for the last two reporting periods, September 30, 2007 and March 31, 2008, children reunified within 30 and 60 days were at the same percentage. Meaning that no children were reunified between 30 and 60 days. Crawford County has a higher percentage of children reunified within with 30 days, 60 days, 6 months, 12 months and 24 months when compared to statewide data.

- ❑ If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance? Even though Crawford County is declining in the timeliness of reunification, this county continues to be comparable or exceeds in reunification when compared to other counties and/or statewide performance. The shift in Child Welfare regarding placement may be a contributing factor. Children who are placed have greater needs and safety issues and so do their families. There are also more issues relating to Mental Health and sexual abuse. Crawford County is continuing to work on reunification as one of the goals that we need to work on throughout the year. Also to increase reunification among families, Crawford County utilized PA Promising Practices to have a contracted service provider implement Intensive Family Reunification. This service works specifically with reunifying children with their families. The outcomes of this program are limited due to the implementation of this service being nine months ago.

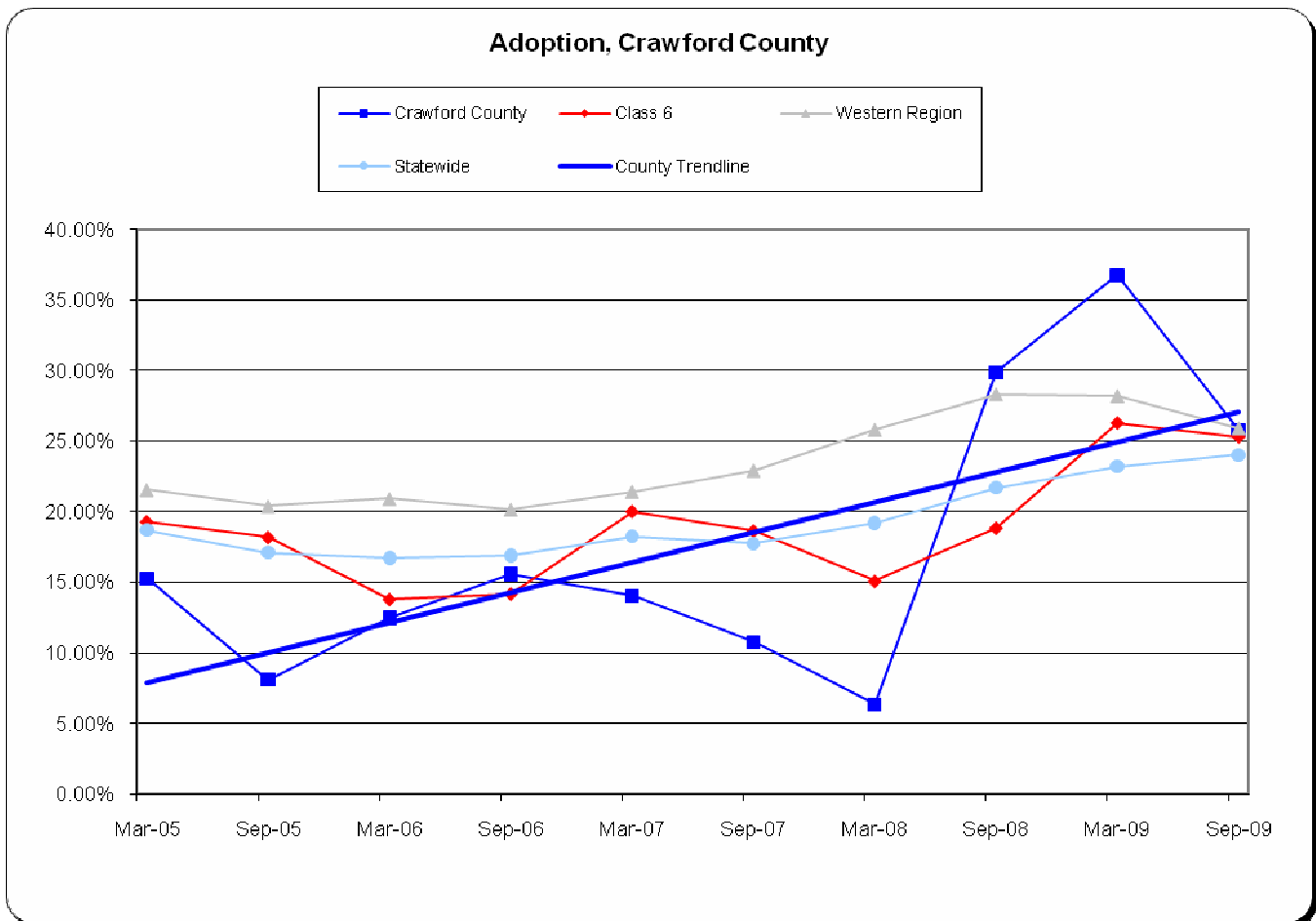
Or

If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? What actions is the county taking to improve its performance?

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- Are there certain populations which are disproportionately represented in this measure? What actions is the county taking to address that population's needs?
By reviewing the Case Level Data for Reunification, there does not appear to be certain populations which are disproportionately represented in this measure. This can change at any time. Crawford county's racial makeup according to Wikipedia is roughly 97% white.

5-1c. Adoption Rate, 17 Months (See HZA Data Package)



Click to Paste HZA chart

- Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends? Crawford County has significantly improved since March 2008. This can be attributed to Concurrent Planning, the adoption caseworkers and supervisor, along with Child Specific Recruitment through SWAN. There are two caseworkers who handle the adoption cases and they are dedicated to locating permanent pre-adoptive homes for children.

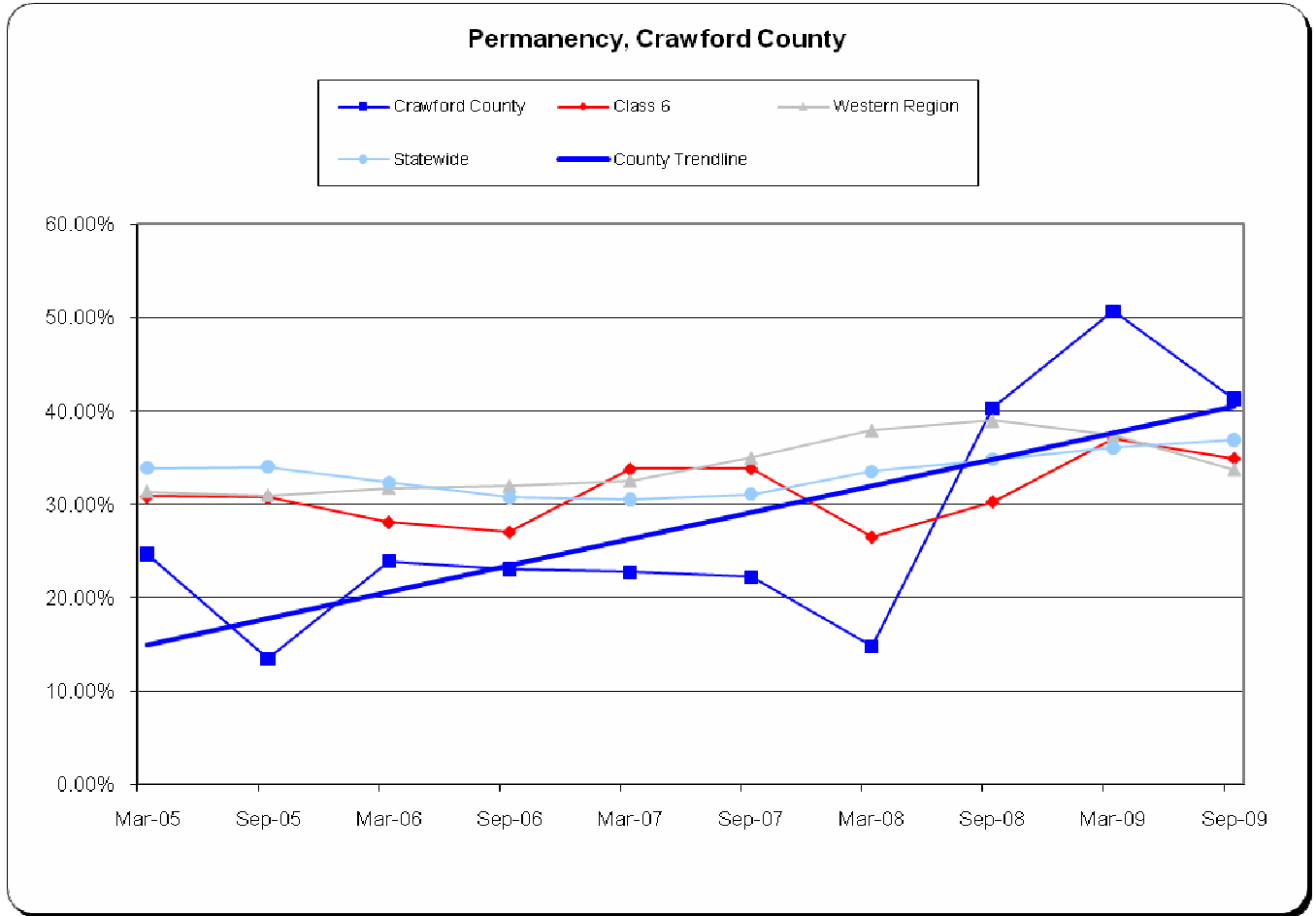
Crawford

- ❑ Do current policies of the agency or courts serve affect the timeliness of adoptions? Do the delays tend to occur between removal and TPR, between TPR and pre-adoptive placement, or between pre-adoptive placement and finalization? There are practices that cause delay in adoptions. The Agency's attorney will not file for a TPR until a child has been in placement at least 15 out of 22 months, even though TPR can be filed after a child has been in placement for 12 consecutive months. Another delay that Crawford County is working on alleviating with the help of our paralegal is the attorney's practice of not filing for TPR until the attorney has read through the whole case. It is our stance that the TPR should be filed and during the time between filing for TPR and the actual court hearing this time can be used to review the case. Another issue that arises is appeals of the TPR. This is a non changeable action that can be taken but causes a long length of time to lapse before the TPR is finalized.

- ❑ Which group of children represent the largest proportion/share of children for whom performance is below the national standard? What actions is the county taking to address that population's needs?
After reviewing the Case Level Data for Adoption, most of our children are below the national standard. There is not a specific proportion or share of children whom are the largest share. This is an issue that Crawford County is working on. To address this issue, our agency is beginning to hold permanency team meetings to discuss a goal change at 9 months. If there is no goal change and the child continues in care, another permanency team meeting will be held at 13 months. Crawford county is also holding court hearing for children age three and under every three months. This is able to happen due to the county hiring a part time Juvenile Master, who began July 1, 2010.

➤ 5-1d. Permanency, 24 Months (See HZA Data Package)

Crawford



Click to Paste HZA chart

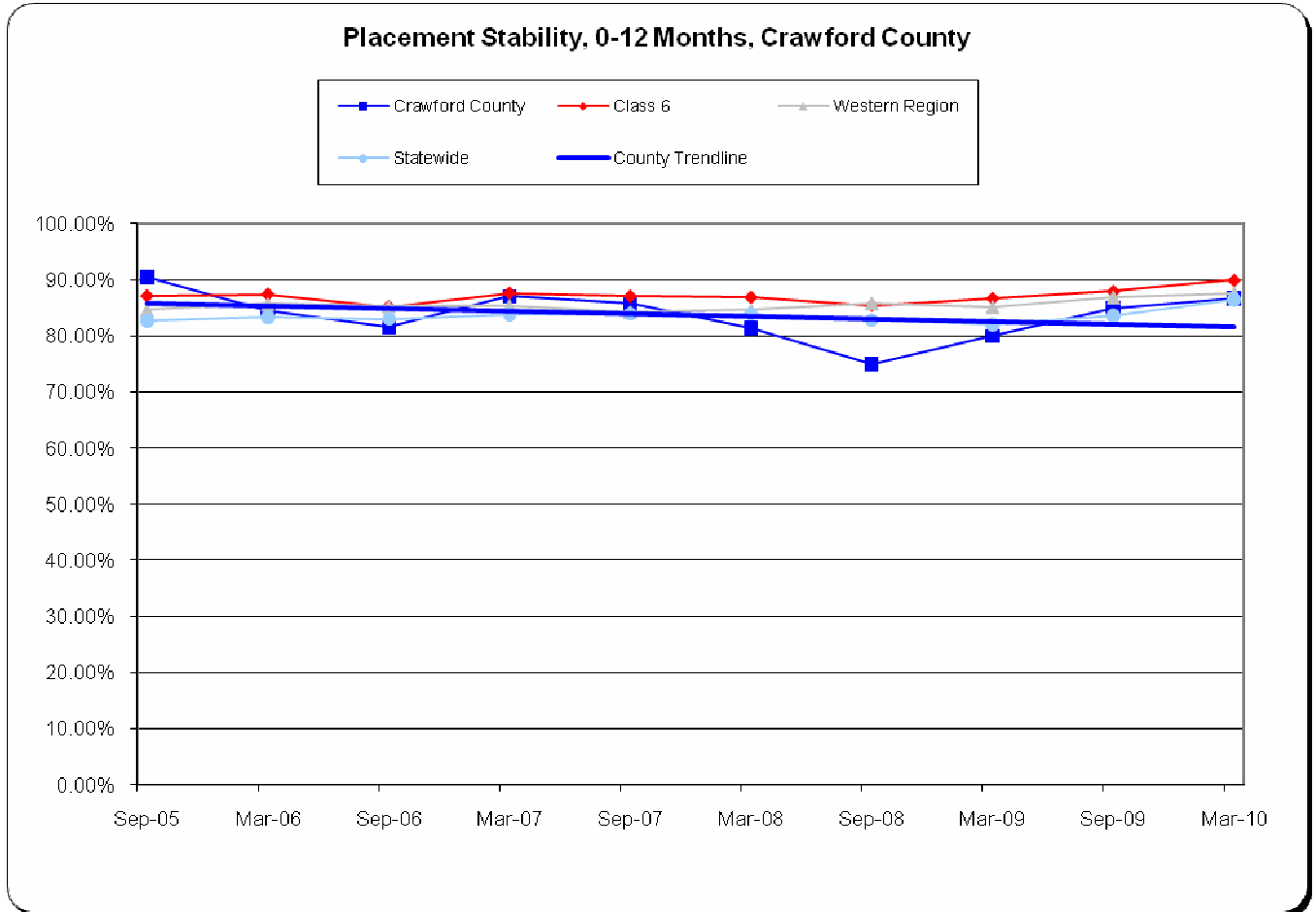
- ❑ Is the county’s performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends? Crawford County has been steadily improving in permanency. This can be attributed to Crawford County beginning to use the goal SPLC in the last two years. Prior to that this goal was never used, so the children who were in foster homes had the goal of another planned permanent living arrangement. In 2009, there were several children who aged out of the system. The majority of these children did not want to be adopted or had significant MR/MH issues in which they placed in a group home and currently live in a group home like setting as an adult. For 2011/2012, Crawford County will be choosing permanency for a main goal to work on. Crawford County will look at children who have been in care for 24 months or longer.
- ❑ Which group of children represent the largest proportion/share of children in care more than 24 months? What are the most frequent permanency goals for these children? What are the most frequent actual discharge destinations for these children? The largest proportion of children in care more than 24 months are youth in their teens with the goal of Another Planned Permanent Arrangement and children with the goal of Adoption. The majority of children with the goal of adoption do become legally adopted. For children with the goal of APPLA although their goal is APPLA the children once placed in the APPLA placement remained stable until they exited from care.

Crawford

- What steps is the county taking to achieve permanency for these children? What are the barriers to achieving permanency? All dependent children placed outside of their home should have a concurrent goal within 30 days of being placed. One goal that will be looked at is SPLC for children living in a foster homes who currently have the goal of APPLA. One of the barriers that Crawford County faces is that some foster homes do not want the goal to be changed because they are anxious over losing Children and Youth support even though they may have had the children in their care for years. Crawford County has developed what is called a permanency team. It consists of CYS, FGDM, Integrated and IL Program Specialists, a CYS Supervisor and a paralegal. Based on the child's need, we as a team collaborate and come up with ways to help find permanence for these children. This could include but not limited to Child Specific Recruitment through SWAN, holding a FGDM conference and/or getting a child to invest in the Independent Living Program. Another barrier to achieving permanence is children with a dual diagnosis or who have significant MR/MH issues. These children tend reside in a group home like setting as a child and then move into a group home like setting as an adult.

➡ **5-2a. Placement Stability, Less than 12 Months (CFSR Measure 4.1)**
(See HZA Data Package)

Crawford



Click to Paste HZA chart

- ❑ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends? The trend line is declining over time since September 2008 each six month period has shown improvement. According to our Case Level Data: Placement Stability 11 out of 68 children were moved three or more times in less than 12 months. Of the 11 children, 5 of those children were moved to a different placement because of unforeseen situations such as a death of a foster parent or Kinship homes no longer wanting to care for the children. For the majority of children noted in the case level data with three or more moves, the first placement setting is short term; less than a month. This can be attributed to the emergency nature of children being placed. Last year, caseworkers began the process of locating foster placements themselves through contracted foster care agencies instead of relying on the foster care agencies. Not enough time has passed to obtain a full outcome measure of this procedure.
- ❑ How does the county's data compare to other counties of the same size? To the statewide data? According to the chart Crawford County is comparable to the Western Region and Statewide date. Other class 6 counties are slightly higher than Crawford County.

Crawford

- If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

Or

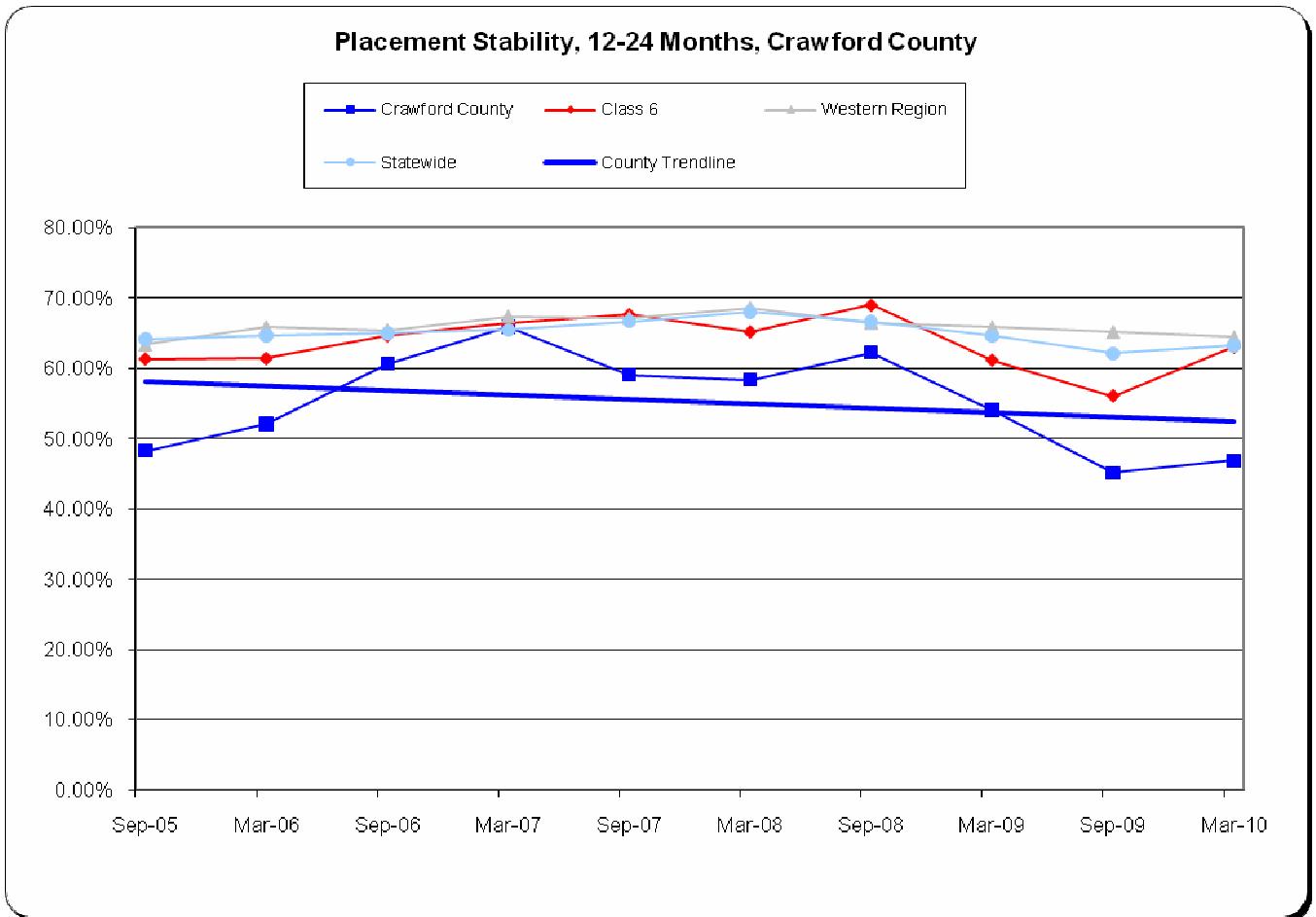
If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? What actions is the county taking to improve its performance? Other Class 6 counties were consulted in regards to placement stability. The biggest difference that each county acknowledged is that other counties have their own foster homes in house. Crawford County contracts out all foster homes. Also other class 6 counties stated that training of foster parents is important. It is difficult for Crawford County to know the exact needs of a foster family when contract agencies are the ones providing the training to the foster families. To counter this deficit, Crawford County is calling foster parents directly to find the more appropriate placement for a child if the home is within 50 miles from our agency. Another avenue that will be taken is ensuring that the foster families are getting the right annual training. From looking at the case level data, it appears that foster parents need more training on sexual abuse, dealing with teenagers/compromising, intellectual developmental disabilities and grief and loss.

- When compared to class and state performance on each of the measures, at what point does placement stability tend to break down– the first, second, or third year? What is the county doing differently than the class, region, or rest of the state? Placement stability tends to break down the second year. According to the graph, Crawford County is significantly declining in this measure. Other Class 6 counties were consulted in regards to placement stability. The biggest difference that each county stated is that other counties have their own foster homes in house. Crawford County contracts out all foster homes. Also the other class 6 counties stated that training of foster parents is important. To counter this deficit, Crawford County is calling foster parents directly to find the more appropriate placement for a child if the home is within 50 miles from our agency. Another avenue that will be taken is ensuring that the foster families are getting the right annual training. From looking at the case level data, it appears that foster parents need more training on sexual abuse, dealing with teenagers/compromising, and grief and loss.
- Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion? When there are significant safety concerns that cannot be addressed with a safety plan and a child has to be removed, kinship homes are looked into first. If this is not a possibility, the caseworker is responsible to find an appropriate foster home. They take into consideration any special needs of the child, their school district and the home community. The caseworker speaks directly to the foster parent when locating a home and is able to relay important information. Caseworkers are responsible for this for foster homes within 50 miles of Crawford County Human Services. The caseworker is also responsible for enrolling the child into school immediately. If the foster home is located over 50 miles from this agency, the foster care agency is responsible for the above actions. Based off the Case Level Data: Placement Stability, the percentage of children who would have been considered to have placement stability within the first year with the first placement as their only are 50%. This is an increase from last year. As caseworkers become more familiar with the foster families, they will be able to locate appropriate foster homes for the children who are placed based on the children's needs and the foster parents

Crawford

strengths. Another change that should have better outcomes for children who are placed is that the intake department is starting to ask about family members at the time of intake and then documenting this. Crawford County has also developed a team meeting called Staffing. Whenever there is a difficult case decision or a possible placement or placement disruption, an emergency staffing is called. Administration, supervisors, program managers and specialists and anyone who has worked with the family is asked to come to the meeting and those who can attend, do. This is a way to brainstorm and to come up with different ideas to address any concern brought to the meeting. Lastly, Crawford County has family case management. This caseworker is specifically trained on CYS and Mental Health and/or Mental Retardation. These caseworkers are able to give specific information regarding a child's diagnosis and services available to them.

➤ 5-2b. Placement Stability, 12 to 24 Months (CFSR Measure 4.2)
(See HZA Data Package)



Click to Paste HZA chart

- Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the

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trends? The county's trend line is declining over time. Crawford County looks at placing children in the least restrictive home which is kinship care and then foster care. Due to behavioral issues in a foster home, that child then may be placed in a shelter and/or group home. Another practice that causes instability in foster homes is in the emergency of placing a child, a child is placed in a foster home until the diligent search is started and an appropriate kinship home is located.

- How does the county's data compare to other counties of the same size? To the statewide data? Crawford County is below both other class 6 counties and to statewide data.
- If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

Or

If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? What actions is the county taking to improve its performance? After reviewing the Case Level Data the decline and performance lag may be attributed to youth with behavior issues and/or mental health issues that kinship and foster homes are not equipped to handle. This causes the child to be placed into a more restrictive setting. To help alleviate this issue, kinship and foster families need more specific training on these issues. After reviewing the children who had placement disruptions, the trainings that the foster families may need are grief and loss, sexual issues of children, and parenting teenage children. Another solution that the county is implementing is the addition of another paralegal who will assist the intake workers in locating kin at the intake level who could be used as possible placement resources or resources for the family.

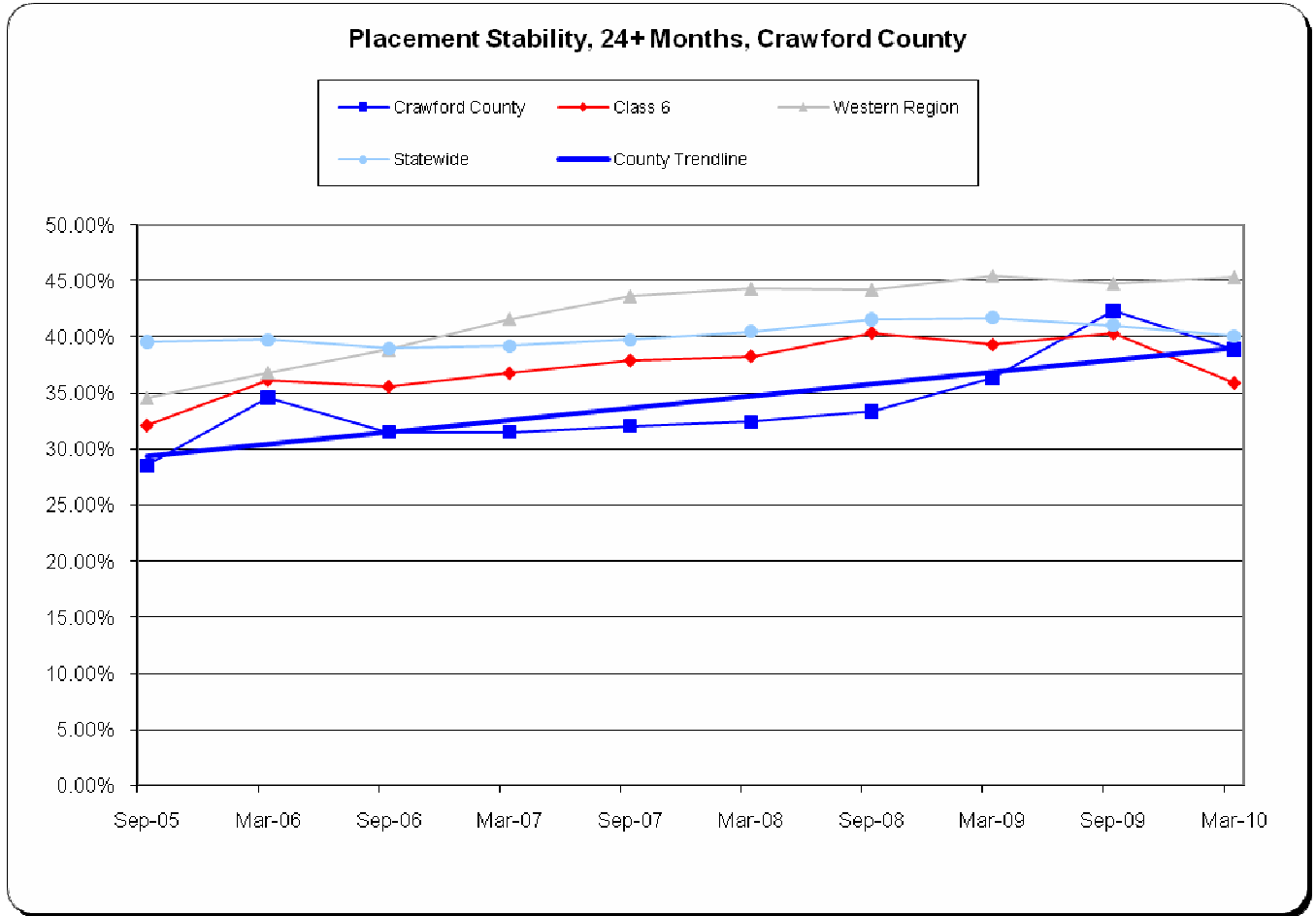
- When compared to class and state performance on each of the measures, at what point does placement stability tend to break down– the first, second, or third year? What is the county doing differently than the class, region, or rest of the state? Placement stability tends to break down the second year. According to the graph, Crawford County is significantly declining in this measure. Other Class 6 counties were consulted in regards to placement stability. The biggest difference that each county stated is that other counties have their own foster homes in house. Crawford County contracts out all foster homes. Also the other class 6 counties stated that training of foster parents is important. By knowing the foster families, means knowing the strengths and needs of those families which in turn helps determine the training needs.
- Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion? When there are significant safety concerns that cannot be addressed with a safety plan and a child has to be removed, kinship homes are looked into first. If this is not a possibility, the caseworker is responsible to find an appropriate foster home. They take into consideration any special needs of the child, their school district and the home community. The caseworker speaks directly to the foster parent when locating a home and is able to relay important information. Caseworkers are responsible for this for foster homes within 50 miles of Crawford County Human Services. The caseworker is also

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responsible for enrolling the child into school immediately. If the foster home is located over 50 miles from this agency, the foster care agency is responsible for the above actions. Based off the Case Level Data: Placement Stability, the percentage of children who would have been considered to have placement stability between 12 and 24 months, in only one placement is 22%. As caseworkers become more familiar with the foster families, they will be able to locate appropriate foster homes for the children who are placed based on the children's needs and the foster parents strengths. Another change that should have better outcomes for children who are placed is that the intake department is starting to ask about family members and then documenting this. Crawford County has developed a team meeting called Staffing. Whenever there is a difficult case decision or a possible placement or placement disruption, an emergency staffing is called. Administration, supervisors, program managers and specialists and anyone who has worked with the family is asked to come to the meeting and those who can attend, do. This is a way to brainstorm and to come up with different ideas to address any concern brought to the meeting. Lastly, Crawford County has family case management. This caseworker is specifically trained on CYS and Mental Health and/or Mental Retardation. These caseworkers are able to give specific information regarding a child's diagnosis and services available to them.

➔ **5-2c. Placement Stability, More than 24 Months (CFSR Measure 4.3)**
(See HZA Data Package)

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Click to Paste HZA chart

- ❑ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends? Crawford County's trend line is improving. After reviewing the Case Level Data, it appears that the children in this category were placed in the most appropriate setting. These children were placed in kinship homes or foster homes that were able to handle the issues that arose. With the special transmittal Fostering Connections to Success mandating kinship, the result should be a continual increase in placement stability.
- ❑ How does the county's data compare to other counties of the same size? To the statewide data? Crawford County in the last two reporting periods has been comparable to other counties of the same size and to statewide data.
- ❑ If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?
 For the children who have had multiple placements, these children have been in care for several years and have had significant mental health or mental retardation issues. As for the documentation of placements, in the past temporary/respite placements were not recorded in as temporary. This caused our placement stability to appear less than what it really is.

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There are practices and policies that could have attributed to the increase. Caseworkers are providing case management to foster homes and speaking directly to the foster homes at the time of initial placement, this may cause greater stability for the children and placement. There is a foster care data base listing all available foster home and their preference in foster children. Also by continuing to use kinship first, should cause greater stability. The county is also looking at kinship first. Kinship homes tend to be more stable for children. To maintain and improve our performance, Crawford County has started to use the goal of SPLC. This is a goal that is used to prevent children being in care for 24 months or beyond. Our agency has also implemented a monthly case review. Each intake unit presents one case that is difficult and needs direction and feedback is provided. (This differs from a staffing which is held on an emergency basis) Another action taken is the permanency team. A group of individuals convene to discuss which children have the greatest need for permanency, which includes not only placements but life connections. The team then comes up with a direction to take to help with permanency. There is a concern that due to the decline in placement stability for children in care 12-24 months, that this will cause a decline for children in placement for 24 months and beyond next year.

Or

If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? What actions is the county taking to improve its performance?

- When compared to class and state performance on each of the measures, at what point does placement stability tend to break down– the first, second, or third year? What is the county doing differently than the class, region, or rest of the state? Placement stability tends to break down the second year. According to the graph, Crawford County is significantly declining in this measure. Other Class 6 counties were consulted in regards to placement stability. The biggest difference that each county stated is that other counties have their own foster homes in house. Crawford County contracts out all foster homes. Also the other class 6 counties stated that training of foster parents is important. By knowing the foster families, means knowing the strengths and needs of those families which in turn helps determine the training needs.
- Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion? When there are significant safety concerns that cannot be addressed with a safety plan and a child has to be removed, kinship homes are looked into first. If this is not a possibility, the caseworker is responsible to find an appropriate foster home. They take into consideration any special needs of the child, their school district and the home community. The caseworker speaks directly to the foster parent when locating a home and is able to relay important information. Caseworkers are responsible for this for foster homes within 50 miles of Crawford County Human Services. The caseworker is also responsible to enrolling the child into school immediately. If the foster home is located over 50 miles from this agency, the foster care agency is responsible for the above actions. Based off the Case Level Data: Placement Stability, the percentage of children who would have been considered to have placement stability for 24 months and beyond, in only one placement is 27%. For all children in care based off of the Case Level Data who have had only one placement the percentage is 43%

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As caseworkers become more familiar with the foster families, they will be able to locate appropriate foster homes for the children who are placed based on the children's needs and the foster parents strengths. Another change that should have better outcomes for children who are placed is that the intake department is starting to ask about family members and then documenting this, which makes kin readily available.

Crawford County has developed a team meeting called Staffing. Whenever there is a difficult case decision or a possible placement or placement disruption, an emergency staffing is called. Administration, supervisors, program managers and specialists and anyone who has worked with the family is asked to come to the meeting and those who can attend, do. This is a way to brainstorm and come up with different ideas to address any concern brought to the meeting.

Lastly, Crawford County has family case management. This caseworker is specifically trained on CYS and Mental Health and/or Mental Retardation. These caseworkers are able to give specific information regarding a child's diagnosis and services available to them.

☞ 5-3a. Prevention Services

- ☐ Briefly describe prevention programs, including services to be provided and what will be prevented (i.e., child abuse, child neglect, truancy, delinquency). Our agency uses several services in a preventative measure. Multi-systemic therapy (MST) is provided by Family Services of NW PA. This service focuses on strengthening and empowering the family and family supports to improve on the strengths that a family has. These strengths are used to create a change to improve a family's dynamics. This service is mainly used by our intake department to prevent delinquency, truancy and initiating on-going services. Family Behavioral Health is an in home counseling service provided by Family Services of NW PA. This service is used to prevent child neglect and abuse. This service can also be provided to prevent the initiating of on-going CYS services. On-going CYS case management can use this service to prevent child abuse and neglect. Trauma Focused is an office based counseling service that is provided by Family Services of NW PA. This service is for children who have had a traumatic experience in their lives and are experiencing negative reactions. This service prevents child abuse and neglect (by helping parents gain an understanding of reasons for a child's behavior), possibly truancy and delinquency (based off of how a child is reacting to the trauma), and ensures that any mental health issues are addressed or properly diagnosed. Family Case Management is being utilized in our agency. This is a holistic approach to family case management. This service provides one caseworker to a family who is able to encompass all a family's needs. By providing one caseworker who has the knowledge base of both CYS and MH or MR, this caused fewer placements of children. Family Group Decision Making is a philosophy that was implemented internally. This service prevents initiating ongoing CYS services, placement of a child, and truancy. The most recent \$125,000 cut in funding to MST is going to considerably impact the prevention services that could and would have been offered. We will be limited in the number of truants and other's in the community, whom we could have helped by offering this service without having the dual stigma of being opened with CYS and labeled with a MH diagnosis.
- ☐

☞ 5-3b. Previously Introduced Outcomes

- ☐ For each outcome introduced by the county in past budgets, describe the activities, programs, or services implemented in order to achieve the outcome and results.
 1. Re-entry. This outcome was being addressed through trial home visits. A policy was written and put in place to standardize the practice. A team meeting is held 30 days

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before a child is returned home so that the most appropriate services are put in place prior to a child's return home. The Juvenile Court Master and the agency's attorney had a discussion regarding the order of trial home visits. The Master was not ordering trial home visits because some of the parent's attorneys did not want this ordered unless this was a state regulation. Trial Home Visits have been part of an ongoing training, that is discussed in our staff meetings. Child to Family Connections also implemented the Intensive Family Reunification service. One of the outcomes for this service is that three out of four families reunified will remain together for 12 months.

2. Reunification. This outcome is being addressed by different services. In the past, we used CYS ICM's to help with the reunification process. These case worker's differed from regular ongoing CYS services because CYS ICM's provided in home services and saw the families on a more stringent basis. This type of case work has been changed to family case management. This case work practice provides one case worker to a family to deal with CYS and Mental Health or Mental Retardation issues. By providing one skilled caseworker in all areas, it helps prevent placement due to the skilled worker knowing how to fully handle the specified area of need. Another program that was implemented in 09/10 was Intensive Family Reunification. This is a contracted service that works specifically with families whose children were removed from the home. Family Group Decision Making was also implemented in 09/10 internally. Family Group Decision Making is used to help families implement concrete plans to safely return a child home
3. Adoption. This outcome was being addressed through the court system and the diligence of the ongoing and adoption caseworkers and supervisors. Permanency team meetings to discuss a goal change for a child in placement is now held within nine months of a child being placed. Concurrent Planning is being used for every child in placement. A Concurrent Plan is established for every children who has been in placement for 30 days. Our agency has also hired a paralegal who specifically works on diligent searches, ensuring that every child has a concurrent plan and is involved in the permanency team meetings to discuss goal changes. There was also an increase in SWAN money that has been used in Child Specific Recruitment to help locate permanent pre-adoptive homes for children, specifically who have special needs.

❑ Describe whether the county will continue its efforts to improve outcomes, or if the county has analyzed needs and chosen to address different outcomes. After analyzing the goals from last year, it was decided that our county would address two different outcomes. The new outcomes are interlinked with last year's chosen outcomes but are more specific.

❑ Discuss whether the outcome has been achieved, and reasons for that status. Provide specifics on the activities, programs, or services that affect the targeted outcome (county provided and/or purchased).

The outcome for Re-entry has improved with the use of trial home visits. Intensive Family Reunification was implemented in September of 2009. The outcomes of this program are not available in this short amount of time for re-entry data. Re-entry data is being collected through an excel spread sheet that was mandated through Needs Based 09/10.

The outcome for Adoption s time has not fully been achieved. As a county we have increased our adoptions to be comparable with other counties and statewide data. Permanency team meetings to discuss a child's goal change is within nine months of a child being placed. The agency hired a paralegal whose one job function is to work with caseworkers to identify a realistic concurrent plan for a child. As an agency we want to decrease the time it takes for an adoption to occur. Crawford county would like the finalization of adoption to occur in less than 24 months. The outcome for adoptions is

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measured by how many adoptions were completed within a year and are kept track of by CY 890's and a CYS supervisor own data collection.

The outcomes for reunification has not fully been achieved. As an agency we have used CYS ICM's to help with the reunification process. These case worker's differed from regular ongoing CYS services because CYS ICM's provided in home services and saw the families on a more stringent basis. This type of case work has been changed to family case management. This case work practice provides one case worker to a family to deal with CYS and Mental Health or Mental Retardation issues. By providing one skilled caseworker in all areas, it helps prevent placement due to the skilled worker knowing how to fully handle the specified area of need. Another program that was implemented in 09/10 was Intensive Family Reunification. This is a contracted service that works specifically with families whose children were removed from the home. Family Group Decision Making was also implemented in 09/10 internally. Family Group Decision Making is used to help families implement concrete plans to safely return a child home. This is measured in the Needs Based graphs from the data provided by HBZ.

- For continuing or newly targeted outcomes for FY 2009-10:
 - Identify specific activities [planned] and services to improve the outcomes.
 - Provide timeframes for measured improvement.
 - Describe the process for data collection/measurement.
- 1. **Reunification** is a goal that Crawford county has chosen to continue to work on. Based on the graphs included in the NBPB Crawford county has been declining in reunification. To help reunify families in a more timely manner, we as an agency will continue to use Intensive Family Reunification through Child to Family Connections. This program specifically works with families whose children have been removed from their care. Child to Family Connections is also working on developing and implementing a specific foster family program called Bridging the Gap. This is a philosophy that connects birth families and foster families for the sake of both families and most importantly the children who have been placed in foster care. Birth families and foster families form a relationship together that helps the birth families succeed in obtaining custody of their children. Lastly, Crawford County is going to provide a training called Visit Coaching to our service providers, case aide and foster families. This is a curriculum for extensive supervised visits to help parent focus on the child. The trainer is Marty Beyer, Ph.D.. She is the person who developed this certified program. This program was obtained from the website of National Resource Center for Permanency and Family Connections. Intensive Family Reunification will have measurable outcomes by August 15, 2011 when outcomes are due to the county. This program is evidence based and has very specific outcomes that they must collect. This will give the program 21 months to gather this information. As for the planned programs of Bridging the Gap and Visit Coaching, it could take up to two or three years to get accurate outcomes for reunification. This data is collected through the NBPB and given in graph form.
- 2. **Permanency** is the next goal. Crawford County wants to reduce the number of children who have been in care for more than 24 months; currently Crawford County has 34 children in this category. To accomplish this goal, the permanency team will convene quarterly to discuss and identify ways for specific children to help reach permanency. This means different things to different children. Caseworkers who have children in this category on their case load will be given a list of questions for them to answer. The answers will be reviewed by the assigned supervisor and program manager. This is a way to help caseworkers and supervisors come up with solutions to the barriers that are

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interfering with permanency. For each of these children, child specific recruitment through SWAN will be implemented if they are not in a pre-adoptive home and their goal is not reunification. A permanency team meeting to discuss court ordered goal changes is happening at 9 months. If there is not a goal change there will be another permanency meeting at 13 months. This will be documented by the paralegal. The reduction of children in placement for over 24 months will be viewed quarterly by pulling the data out of ICAMS. There should be a reduction of children in care within two to three years. If the goal of reunification is accomplished through Bridging the GAP and Visit Coaching this will also reduce the number of children in care past 24 months.

- 3. Placement Stability** is the third goal that our agency chooses to work on is. Placement stability is declining among children in care up to 24 months. To rectify this, Crawford county would like all foster families to attend specific training that was derived from studying case level data and reasons children were removed from foster homes. The trainings include grief and loss, teenage behaviors/compromise and sexual abuse issues among foster children. Another action to be taken is that no child should be placed in a respite home initially and then moved to their actual foster home. Also kinship information should be taken during an intake investigation. This will reduce the chance of a child going into placement in a foster home and then a kinship home. The implementation of the new out of home safety assessment, caseworkers will be asking specific questions of kinship/foster families that may also help select better matches. The caseworkers will also be asked specific questions regarding placement stability to help them look at the placements of their children. Lastly, if a child is to be moved to another placement an emergency staffing can occur to help determine if other arrangement or services can be initiated to stop any disruption of that home. This information is measured every year in the NBPB. It is hoped that within two years there were be an increase in placement stability.

5-4a. Family Engagement in Case Planning

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

This is an area that Crawford County does well in. The agency has had procedures in place for many years that a team meeting is held the month prior to a case plan being due in which any parent or legal guardian must be present in order for the meeting to be held. This has had a positive impact on ensuring family participation in case planning. Also, the agency started family group decision making July 2008, and hired another worker in July 2009.

5-4b. Youth Involvement in Case Planning

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

This is an area that Crawford County does well in. The agency has had procedures in place for many years that a team meeting is held the month prior to a case plan being due in which any youth 14 and older must be present in order for the meeting to be held. This has had a positive impact on ensuring that youth are recognized and have a voice and a say in their case planning.

5-4c. Transition Planning & Preparation

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- ❑ Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

Crawford County has implemented the Fostering Connections Transition Plan in July 2009 when the agency hired a new Independent Living (IL) Program Specialist. Currently we are using an internally created template for the transition plan until the state has fully created and implemented the one that is to be used. The transition plan that our agency currently uses needs to be more detailed with specific dates of who will do what. This is currently being worked on. A meeting with the judges occurred in June 2010, where it was explained what the transition plan was and how they were involved. It was decided at that time that the Juvenile Master instead of the Judge would review the transition plan because they know the child better. With the new IL program specialist and the contracted agencies, most of our children in care are receiving some type of IL service. The transition plan and preparation internally is still learning and growing. The IL program Specialist attends the IL/SWAN trainings, quarterly IL training and any training that is pertinent so that he may learn the best way to serve the children.

5-4d. Implementation of Concurrent Planning

- ❑ Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

Crawford County began an agency wide initiative in 2005 to improve its adoption outcomes within the State. The first step was to have CASA come in and do a review of our current adoption process and report back their findings to the agency. The report noted that the agency was not doing a good job of concurrent planning with our children and families. The next step was to have the Pennsylvania Child Welfare Training Program come into the agency and help create an individualized curriculum for the county regarding concurrent planning. The training program also helped to create a new diligent search tool for the agency, helped the agency to get in contact with ACCURINT to be able to access computer aided searches and helped the agency with utilizing SWAN services and funding. We have steadily increased over the past five years our permanency outcomes with the assistance of concurrent planning efforts. The agency continues to monitor the quality of its permanency services and continues to work with SWAN and the training program to ensure we are as current as possible with our practice for concurrent planning.

Section 6: Administration

6-1b. Employee Benefit Detail

- ❑ Employee fringes in Crawford County consist of FICA @ 7.65% of wage, life insurance at a cost of 22 cents per \$1,000 (Union \$20,000 – Non-Union \$20,000 – Department Head \$25,000), and medical insurance that varies from a high of \$935.79 for an employee and family to a low of \$849.37 for a single employee.

6-1d. Organizational Changes

- ❑ Note any changes to the county's organizational chart.

The agency has instituted multiple changes throughout this fiscal year in an effort to “integrate” services. The process has been challenging and has created many layers within CYS and all of Human Services. With the implementation of our integrated intake we now have an additional intake supervisor, an additional screener, and two new intake workers. We have also temporarily moved an ongoing worker to assist with intake. We have also re-arranged supervision of our Family Case Mangers which added an additional part time ongoing supervisor to the compliment. All of these positions are fractional as determined by a time study that is done once a year.

6-1e. Staff Evaluations

- Describe the method for evaluating staff effectiveness.

New Case Workers are given a performance evaluation at 90 days, 6 months and 1 year. Case Workers are then evaluated annually, unless poor performance is noted. Evaluations for those employees are set for certain dates to allow progress or to show inability to perform the job. A weekly Personnel meeting is held to discuss any noted personnel issues. At this meeting names of employees and their performance issue are addressed. The outcomes of these discussions often result in a training issue for a staff member or all staff members. Bi-weekly Staff meetings are held to discuss training issues. Unit Supervisors hold supervision meetings with each Case Worker and address staff effectiveness.

6-1f. Contract Monitoring & Evaluation

- Note the employee/unit which oversees county contracts. Describe the evaluation process. CYS Program Specialists, the Grant Manager and a Fiscal Supervisor, as a team, oversee county contracts. The Fiscal Supervisor insures the rate and reviews the budget packet and the Program Specialists evaluate the program and its effectiveness. The agency keeps a problem log on the computer for case workers to report any problems with a provider or program. The Program Specialist is responsible for reviewing the problem log and addressing issues.

6-1g. Largest Providers Contract Review

Review the Schedule of Existing Purchased Services and identify the four largest providers (regardless of whether it is a CCYA or JPO provider) as follows:

- Two largest providers of In-Home Services. Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
1: Center for Family Services, Inc.	213 Center St., Meadville, PA 16335 (814) 337-8450	Linda Bennett	22	\$165,243
2: Family Services of NW PA	13378 Dunham Rd., Meadville, PA 16335 (814) 724-4800	Bernice Leonard	132	\$198,780

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- Largest provider of Community Based Placement services. Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
1: Hermitage House	P.O. Box 748 Cambridge Springs, PA 16403	Melissa McLaughlin	23	\$616,611

- The largest provider of Institutional Placement services (excluding Youth Development Center and Juvenile Detention Center placements) . Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
1: Summit Academy	900 Agnew Rd., Pittsburgh, PA 15227 724) 282-1995	Colleen Urish	7	\$71,993

- Briefly summarize the services provided by these entities, the expected outcomes of those services, and how provider performance is monitored.

Family Services of NW PA offers the following in-home , CYS funded services: *Brief Services*-In home counseling, and assessment services for a maximum of a 60 day time frame; *Family Preservation*-Long term in home counseling services. The expected outcomes of both of these services are that the families will become stable and sufficient and that safer families will foster safer communities. The services are monitored by the agency being given a list of outcomes that they need to report on at the end of each fiscal year and there is a problem log that is accessible to all of the workers so that they can report any current issues with the services being offered that is reviewed daily by the program specialists and the program specialists attempt to go out yearly and review provider files. The following are the list of indicators that are tracked yearly to monitor progress during Brief or Family Preservation Services: 1) 75% of children and adolescents who participate in the program will demonstrate of these positive outcomes- no placement, return home, lack of placement change. 2) 75% of JPO clients who participate in the program will not incur additional criminal charges. 3) 75% of families will improve parenting skills and decrease parent-child discord. 4) 80% of families will report no new CPS or GPS incidents. 5) 85% of JPO clients will receive skill building in the following areas-substance abuse, social skills/relationships, conflict resolution, cognitive decision-making, mental health, physical health, wellness and independent living.

Center for Family Services offers *Homemaker Education*-home care/safety instruction including budgeting, nutrition, meal planning, cleaning and sanitation, weekly schedule planning, etc. *Parenting Education*-provides home based parenting education and supportive services to at risk families. This includes assessments of parenting structure and style, as well as, hands on individualized parenting instruction, anger management, child

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development information, a variety of safe, age appropriate discipline techniques, and parenting education during supervised visitation and *In Home Counseling*-The goal is to preserve family unity while maintaining child safety. In home counseling services include assessment and evaluation, development of treatment plans, individual and family mental health counseling, as well as, on call crisis support for families. The outcomes for homemaker education are safe and sufficient families, as well as, safe families and communities. The following are indicators that are tracked yearly to monitor progress during homemaker education services: 1) There will be no new validated GPS referrals for the family regarding their homemaking skills during their service time and for at least one year after successful discharge. 2) There will be at least a 75% increases in the cleanliness and safety of the home and the family's homemaking knowledge at the time of discharge and 3) The family will not be referred to another homemaking program for at least one year after successful discharge from the program. The expected outcomes for parenting education are stable and sufficient families as well as safe families and communities. The following are indicators that are tracked yearly to monitor progress during parenting education 1) There will be at least a 25% increase in scores from pre and post tests, 2) There will be no new indicated abuse or validated GPS referrals for the family regarding their parenting or anger management skills during their service time and for at least one year after successful discharge. 3) 50% of the families receiving supervised visitation will increase the amount of supervised/unsupervised visitation, 4) The family/individual will not be referred to another parenting/anger management program for at least one year after successful discharge from the program. The expected outcomes for in home counseling are stable and sufficient families as well as safe families and communities. The following are indicators that are tracked yearly to monitor progress during in home counseling services: 1) Families will be able to report a 75% positive change in family stability and quality of life 2) there will be no new indicated abuse or validated GPS referrals for the family regarding their in home counseling issues during their service time and for at least one year after successful discharge 3) The family will not be referred to another in home counseling program for at least one year after successful discharge from the program. The services are monitored by the agency being given a list of outcomes that they need to report on at the end of each fiscal year and there is a problem log that is accessible to all of the workers so that they can report any current issues with the services being offered that is reviewed daily by the program specialists and the program specialists attempt to go out yearly and review provider files.

Community Based

Hermitage House provides an array of community based placement services: Shelter care, Female group home care, Male group home care, Male group home care with sexual offender counseling (ADAPT), and Male and female independent living care. Crawford County uses this placement for most of our youth placements that require a more restrictive community based placement than foster care can provide. This facility is ideal due to the fact that the placement is in Crawford County and keeps our youth within our county, closer to their families, schools, and communities. The services are monitored by the agency being given a list of outcomes that they need to report on at the end of each fiscal year, the caseworkers conduct a monthly placement visit with their children in placement where one of the topics covered is the condition of the services being provided and with the facility itself, there is a problem log that is accessible to all of the workers so that they can report any current issues with the services being offered that is reviewed daily by the program specialists and the program specialists attempt to go out yearly and review provider files. The outcomes for the community based placements are stable and sufficient families and safe families and communities. The following are the list of indicators that are tracked yearly

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to monitor progress 1) There will be at most a 5% disruption rate for all children placed in the group home 2) At most 5% of the children in care will be discharged to a more restrictive placement 3) At least 75% of all children in care will be returned home or placed in a least restrictive placement at discharge 4) There will be at most a 5% critical incident rate for all children placed in care 5) There will be no new indicated abuse or validated GPS referrals made on the child during their time in care 6) The child will have at least a 10% increase in school performance and attendance 7) The child will have successfully met at least 75% of the goals and outcomes identified through the BARJ Program by the time of discharge 8) The child will have met at least 75% of their identified needs. This is done through a needs identification survey at the beginning and ending of service.

Institutional Placement

Summit Academy provides a safe therapeutic environment. Crawford County uses this placement for juveniles that have anger, drug and alcohol issues, criminal behavior and home problems. The main juvenile currently being placed here are juveniles with drug and alcohol problems that have not made it through a short term program. Our Aftercare Officer monitors this placement with monthly visits. The Aftercare Officer also follows up with the juveniles for six months after release. We are tracking the re-arrest rate, the number of positive drug test, academic, and behavioral improvements in school and following family rules. These juveniles are meeting 100% of the BARJ programs by time of discharge. They are completing 90% of their drug and alcohol requirements.

6-3a. Evidence Based Programs

Pertinent Submission Information

This subsection of the Narrative Template is for Special Grant Initiatives (SGI): Evidence-Based Programs (EBP), Pennsylvania Promising Practices (PaPP), Housing and Alternatives to Truancy (ATP) programs. Please review Appendix 9 of the FY 2011-12 NBPB prior to completing this section or the Budget Excel File worksheets.

To ensure proper evaluation of any special grant request, counties must provide brief and sufficient explanations and justifications to the questions in the Narrative Template. Counties are advised to prepare informative responses that offer a clear understanding to help the reviewer recommend approval, rather than a denial or reduction in funds because of missing or unclear information.

Additionally, if a county is requesting a renewal or an expansion of an existing special grant and there was under-utilization and/or under-spending of the grant in FY 2008-09 and/or FY 2009-10, the county must provide detailed explanations as to the cause(s) of the underperformance and must identify measures the county will utilize to prevent the underperformance in both FY 2010-11 as well as FY 2011-12.

If a county is requesting a new grant, it must provide succinct details as to the target population, planned utilization, realistic timeframes for implementing the special grant and outcomes expected to be achieved.

In addition to the Narrative Template, the county must enter SGI fiscal information for each fiscal year in the Budget Excel File. That file will be the primary source for fiscal information. Please ensure fiscal costs in the Narrative Template match the Budget Excel File. Instructions for completing the Excel files are included in Appendix 9 and in the Excel file.

The Special Grants Budget Form for FY 2010-11 requests FY 2008-09 and FY 2009-10 actual expenditures with Needs-Based Fund adjustments and line-item budget information for each SGI in Appendix 9 with the exception of State Reintegration. CCYAs are also required to enter fiscal information in the FY 2011-12 Special Grants Funding Request Form.

Counties are also required to complete the SGI Contact List in the Budget Excel file for all SG and IL programs.

Requests to Transfer/Shift Funds within Evidence-Based Programs and Pa Promising Practices

The following subsections provide counties the opportunity to transfer or shift funds within the EBP and PaPP for FY 2010-11. The requests may not exceed the total allocation of the EBP or PaPP and must include detailed justification for the proposed changes. This opportunity is available only for EBP and PaPP. It is not applicable for Housing, ATP or State Reintegration.

6-3a. Evidence Based Programs: Multi-Systemic Therapy

Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
			X	

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$25,000	0	25,000
FY 2011-12			\$150,000

Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: The County did not request a transfer/shift in funds during the FY 09/10.

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- Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?

Response:

- Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population	Teenage youth with pre-delinquent behavior	Teenage youth with pre-delinquent behavior	Teenage youth with pre-delinquent behavior	Teenage youth with pre-delinquent behavior	Teenage youth with pre-delinquent behavior	Teenage youth with pre-delinquent behavior
# of Referrals	32	39	58	58	67	67
# Successfully completing program	19 out of 24 closed	29 out of 35 closed	51 out of 54 closed	24 out of 26 closed	45 out of 50 closed	45 out of 50 closed
Cost per year	\$279,583	\$300,000	\$288,418	\$293,242	\$350,000	\$350,000
Per Diem Cost/Program funded amount	\$455 per week per family	\$455 per week per family	\$455 per week per family	\$455 per week per family	\$455 per week per family	\$455 per week per family
# of MA referrals	0	0	22	51	53	53
# of Non MA referrals	32	39	36	7	14	14
Name of provider	Family Services of NW PA	Family Services of NW PA	Family Services of NW PA	Family Services of NW PA	Family Services of NW PA	Family Services of NW PA

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: The following data is based on the outcomes report from MST PIDR Summary Report for 07/01/09-06/30/10. Cases discharged during the reporting period totaled 26. Youth living at home 100%, youth in school/working 95.8%, youth with no new arrests 91.7%, parents with skills necessary to handle future problems 95.8%, improved family relationships 91.7%, improved network of support 95.8%, and youth with success in educational/vocational settings 87.5%.

08/09: Youth living at home 94%, youth in school/working 89%, youth with no new arrests 93%
 07/08: Youth living at home 83%, youth in school/working 80%, youth with no new arrests 94%
 06/07: Youth living at home 78%, youth in school/working 83%, youth with no new arrests 92%

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: Clinical outcomes have been consistently attained for cases served. However, barriers still exist to the number of cases opened in relationship to numbers referred. In some

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instances parents are hesitant to accept the MST program due to the level of commitment needed from them. Some of these situations are when a parent has had previous services for their child that have been more child focused. This has been a barrier across all years.

- Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or under spending or under-utilization of grant funds?

Response: 2008/2009 - \$15,600, 2009/2010 – \$25,000. The amount needed for the previous years is smaller in comparison to FY 2010/2011 year due to the availability of another funding source. PCCD grant funds that were in place for this MST program have been decreasing in amounts through 6/30/10. No other funds will be available for non MA referrals as of 7/1/10, therefore increasing the amount of money spent by the county. MST did successfully spend the grant funds both years and will be successful in successfully maximizing the funds for FY 10/11.

- If there were instances of under spending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: There were no instances of under spending or under utilization of grant funds for MST in prior years. Both the director of NW PA and our Chief Fiscal officer of Crawford County Human Services manage the grants to ensure that proper spending measures are taken.

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: The goal of MST is to decrease and prevent anti-social and delinquent behaviors while improving the family's overall functioning. MST targets 10 to 17 year old incorrigible youth with chronic, delinquent behavior and/or serious emotional problems such as; criminal behavior, aggressive behavior, drug and alcohol problems, running away behaviors, truancy and school related problems, defiance and parent-child conflict. The majority of children are referred through Children and Youth Services or Juvenile Probation. There are outside agencies that can and will refer children, an example would be the school, a psychologist, or possibly self referred. For cases that not referred by CYS or JPO, Family Services first reviews the referral to ensure appropriateness, and then Crawford County Human Services director/designee reviews the referral. The target population is chosen by the evidence based program design. This program is available to all youth within Crawford County who meet the criteria.

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification. Describe the provider's capacity to serve additional youth.

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Response: Same as above. MST does have the capacity to serve additional youth. Once the program reaches and sustains the certain number of open and active cases, MST has trained an additional person to be added to their staff roster.

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Service outcomes are the same as last year. There are exit outcomes that consist of: youth living at home, youth in school/working, youth with no new arrests, youth with clean drug screens and youth with improved family relations. Then there are outcome data on cases closed for 12 months or more and that consists of: youth who avoided placement, youth in school/working, youth with no new arrests, youth with no additional D&A issues. As a licensed MST provider Family Services of NW PA is required to collect and submit outcome data to the main MST web site. Data is analyzed by the MST training partner on an ongoing basis and a formal outcome report is generated and reviewed two times per year. Family Services of NW PA internally tracks and reports outcome data quarterly, and provides a yearly report to the county. Outcome updates can be requested by the county at any time during the year.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response: Same as above

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: The program has already been implemented and is functional. The referral sources to this program can be JPO, CYS, self referred, MH BSU and the schools. Once a family has been identified of needing this type of service, the referral source fills out a referral that has been created by Family Services of NW PA. The referral is then reviewed by Family Services of NW PA to ensure that criteria for the program are met. Family Services of NW PA is approved to receive medical assistance (MA) payment for MST services in Crawford County. Family Services will check to determine if the youth is eligible for medical assistance reimbursement upon receiving the referral. If the youth is eligible, the agency will complete and submit the necessary documentation to VBH (or directly to Ma is applicable) for approval. The agency will monitor MA eligibility throughout the duration of the case. The agency will also submit the required documentation and participate in the required reviews to receive ongoing approval from VBH until case closure. If a case is not eligible for MA reimbursement, Family Services of NW PA will alert the county referral source.

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Family Services of NW PA provides several different types of services to families both in office and in home. The delivery of services that Family Services of NW PA provide is exemplary.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response: Same as above

- ❑ Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.
- ❑ **FY 2010-11** (for counties with approved allocations or transfer/shift requests)

Response: \$150,000, total funds were requested the FY 10/11, was based on the already established VBH weekly MST rate of \$455 per week per consumer family. (MST was allocated \$25,000 for FY 10/11.) This works out to about 17 families served for the year if their whole length of service had to be paid out of CYS funds. This is based on the number of families on an average length of service of about 20 weeks. There would be a higher number of families that these funds could be used for if we had situations like youth who started out CYS pay but were then able to be rolled into MA payment via the loophole, or youth who started out MA eligible but for some reason lose their MA eligibility at some point during service. The bulk of the expenses affiliated with this program are the salaries of the 3 direct staff (currently 2 master, 1 bachelor), the master level supervisor (currently our supervisor is also licensed) which the model requires is at a minimum .5 FTE level time allotment. This totals \$162,185, with the total of employee benefits being \$30,281. There are also training fees to Adelphoi Village as our training network partner (these are quite extensive) and our annual licensing fee to MST Inc. Since it is an in home delivered program the travel costs are also significant. Travel reimbursement is set at the IRS rate of 0.50 cents per miles which equals out to \$15,000 a year. The other costs are operating costs (ie, communications, building maintenance, insurance, utilities ect.) that are determined per person based on the total number of staff. The total funds for 11/12 were based on the same procedure above. The PCCD grant money is exhausted and the funds being asked for is for those families and children that would not be covered by Value Behavioral Health.

The invoicing process is: the agency providing the service would list the name of the child, type of service, the units provided by date and a total amount based off of the rate for the service.

- ❑ **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response: Crawford County is asking for the same amount as last year. This program has been in existence since 2006 and was fully grant funded. Historically there have not been many issues with implementation of new services through Family Services of NW PA. Family Services of NW PA is thoroughly prepared and trained when implementing a new service. The

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biggest barriers are ensuring that the proper clientele are referred to the program. Contracting can take some time as it is at times can be a lengthy process.

- For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: The potential cost savings are based off of the outcome of 100 % of children are living at home. This means that no child during the reporting period of FY 09/10 were placed who were involved in the program. This cost savings has an impact on both Children and Youth Services and Juvenile Probation. The presumption would be that the type of placement that could have been utilized for this specific pre-delinquent behavior would be a group home (if least restrictive and based on the youth's exhibiting behaviors).

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Family Services of NW PA obtains technical assistance from their training partner, Adelphoi Village.

FY 2011-12 (for counties requesting funds for the first time)

Response:

6-3a. Evidence Based Programs: Functional Family Therapy

Crawford County will not be utilizing this program.

6-3a. Evidence Based Programs: Multidimensional Treatment Foster Care:

Crawford County will not be utilizing this program.

6-3a. Evidence Based Programs: Family Group Decision Making

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10				
New implementation for 2010-11 (did not receive funds in 2009-10)				
Funded and delivered services in 2009-10 but not renewing in 2010-11				
Requesting funds for 2011-12 (new, continuing or expanding)		New	Continuing	Expanding
				Y

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total	Original/Approved	Revision Amount	Requested Amount (enter this amount in
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Budget Amount	Allocation (Amt requested and approved)	Change + or -	fiscal worksheets)
FY 2010-11	\$101,000		\$101,000
FY 2011-12	\$170,000		\$170,000

- ❑ Did your county request and receive approval to transfer/shift funds during FY 2009-10? NO If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response:

- ❑ Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?

There is a huge need for clerical assistance within the FGDM unit. We have been utilizing an AmeriCORPS VISTA volunteer for our clerical duties, but that person's tenure at the agency is up. Our plan is to hire a clerical person from a local temp agency with the additional requested money. We will also need money for incidentals such as gas cards, bus/airline tickets so that non-local kin can participate in FGDM conferences.

Response:

- ❑ Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population	N/A	N/A	CYS ongoing	Families involved with CYS	Families involved with CYS	Families involved with CYS
# of Referrals	N/A	N/A	12	21	30 (with additional coordinator/facilitator)	32 (with additional coordinator/facilitator)
# Successfully completing program	N/A	N/A	5	11	15	16
Cost per year	N/A	N/A	\$145,659	\$102,000	\$125,000	\$170,000
Per Diem Cost/Program funded amount	N/A	N/A	In-house program	In-house program	In-house program	In-house program
# of MA referrals	N/A	N/A	N/A	N/A	N/A	N/A
# of Non MA referrals	N/A	N/A	N/A	N/A	N/A	N/A
Name of provider	N/A	N/A	Crawford County Human Services	Crawford County Human Services	Crawford County Human Services	Crawford County Human Services

If this is a renewal of services delivered in FY 2009-10, answer the following:

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- ❑ Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response:

There were 25 total FGDM conferences completed in FY 2009-2010. Of those conferences, 8 families were closed out of CYS. We have also been involved in marketing FGDM to the public by involving 2 local newspapers to write stories on the success that our families are enjoying by their use of "conferencing". In that time we also put a lot of effort into educating the community about FGDM conferencing. We held trainings for court staff, private provider agencies and various schools. Agency "buy in" has been an ongoing issue. There has been great progress made, however some in the agency remain skeptical of the benefits of this strengths based approach to services. Education of the court system has been ongoing, but the attorney's are not yet open to fully believe that parents and family members can make good decisions for themselves. The strengths-based approach to serving families is showing dividends, as the people involved in the conferences seem to appreciate this form of problem solving. This is evidenced by the Fidelity Surveys given to the participants involved in FGDM conferences following the actual conference. The respondents show that in all of the 17 questions having to do with "cultural safety", "community partnerships" and "family leadership", Crawford County's "mean" and "median", were no lower than a score of 3. Meaning all responders "agree", or "strongly agree" with the survey's statements. Hiring a clerical person will help in mailing the FGDM plans out to those participants in the conference. Further responsibilities would be to send out invitations to the participants, make phone calls, help in coordinating, developing the quarterly newsletter, outreach to local media, maintaining relationships with local churches, schools, etc., maintain the files of all the families served. We would also like to add 1 more coordinator/facilitator to our unit. It is felt that with the amount of travel being done to attend the state FGDM Implementation Meetings, the Western FGDM Meetings, The State Leadership Roundtable, Local Roundtable, and all the administrative duties that go along with these entities, there is little time left to actually coordinate conferences effectively. Added into this is securing community involvement. Trainings for the court, CYS staff, private providers, and schools take time and preparation. Additionally, the quarterly reports to the Director and 2 Associate Directors of Crawford County Human Services are lengthy and involved. Adding another Coordinator/Facilitator would go a long way to helping to serve the residents of Crawford County more effectively. And this would free up time to effectively deal with necessary administrative tasks as well.

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: Again, the addition of another Coordinator/ Facilitator and a clerical would help out considerably in effectively meeting the needs of those families in Crawford County. Please see above

- ❑ Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or under spending or under-utilization of grant funds?

Response:

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Crawford County maximized the total funds allotted for the program. The funds are effectively managed by Crawford County Human Services fiscal department and discussed with the program staff on a quarterly basis.

- If there were instances of under spending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response:

There were no instances of under spending or under utilization. We plan to use our full allotment of funds in the upcoming years.

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

Our target population is youth from birth to 3 years old. This is also the target population outlined within our Local Roundtable initiative. These youth can be involved in the Child Welfare system, Mental Retardation system, and the Mental Health system. The Juvenile Probation system can be helped through those young mothers involved in the court system, who may need supports. We also accept referrals from Service Providers who have families within the area of focus. We will accept referrals from any of these systems countywide.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response:

Same as above

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

It is hoped that by having a family go through the Family Group Decision Making process that this will empower families to support those family members in need. In doing so, the family will be able to alleviate the critical concerns that the agency that they are involved in has.

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Thus, allowing the family to move out of the system they are involved in, with natural supports looking out for the welfare of that family.

We currently do a face-to-face follow up with the identified family at 24 hours, 1 month and 2 month intervals. We also do a mailing, with a self addressed stamped envelope, at 6 months and 1 year.

The questions we ask the families are as follows.

1. How is the FGDM plan being executed? Completely, Partially (why?), Not at all (why?)
2. Would you have done anything differently or changed anything about the conference or the plan?
3. How helpful do you think this conference was for the child(ren)? 1 – not helpful, 2, 3- somewhat helpful, 4, 5- Very Helpful
4. How helpful do you think this conference was for the family? 1 – not helpful, 2, 3- somewhat helpful, 4, 5- Very Helpful
5. What worked well for the family?
6. Do you believe this program was a success for u and your family? 1 – not successful, 2, 3- somewhat successful, 4, 5- Very successful
7. If you did not have this conference, where would you be? 1 – worse off, 2, 3- in the same position, 4, 5- better off

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

Same as above

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

Family Group Decision Making in Crawford county is operated within Crawford County Human Services. It is operated “in-house”. Referrals are gathered from entities within Crawford County Human Services (CYS, MH, MR, EI). We also take referrals from Juvenile Probation. Referrals are gathered by meeting with the various units within those entities mentioned above. We are also able to gather referrals through the various trainings that we put on. This has allowed us to take referrals from the community as well. This is being done through various service providers within Crawford County. Once the referral is received, we meet with the referral source to take a good look at the “Purpose” of the Conference, and the 3 “Critical Concerns” (Bottom lines). If adjustments are needed, we make them. When the bottom lines are appropriate then we look to see if the referral source has engaged the family in identifying family and other supports to attend the conference. We then meet with the family, with the referral source, for introductions. We

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then explain the process to that family, then “widen the circle” to come up with other names of support people who can attend the conference. We will then meet with all those identified in person, and explain the process to them. We also meet with any service providers that are involved with the family and outline their role in the process. We send out invitations and then hold the conference at a neutral location. Following the conference, the plan is mailed to all of the participants. We then follow through with the appropriate “follow up” meetings. If at any time any member of the conference team wishes to have a follow up meeting or conference, they are encouraged to contact the Coordinator/Facilitator.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response:

Same as above

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

The fiscal department determines Crawford County Human Services cost of services. The line items are as follows:

1. Total Personnel - Salaries and benefits
2. Equipment
3. Operations
 - Professional/Technical Services
 - Training/Conferences
 - Transportation/Travel
 - Communication
 - Facility Expenses
 - Supplies
 - Indirect Costs

The program is “in house”. The funds are effectively managed by Crawford County Human Services fiscal department and discussed with the program staff quarterly.

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county’s successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

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Response: The request was based on the number of conferences held to the number of potential conferences that could be held with the increase of staff. The new practice was implemented in house and all policies and procedures were developed and deployed.

- For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: We have seen a cost savings at this time with the reduction of families being opened for ongoing services, children in placement and an increase in the number of families being closed for services in Crawford County, however we are not sure if we have reached our baseline of savings at this time. We anticipate that with the continued use of FDGM services we will continue to see the savings increase over time.

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Western FGDM quarterly meeting provides assistance along with PA FGDM implementation team.

FY 2011-12 (for counties requesting funds for the first time)

Response:

Evidence Based Programs: Family Finding
Crawford County will not be utilizing this program.

6-3a. Evidence Based Programs: High-Fidelity Wrap Around

6-3a. Evidence Based Programs: Family Development Credentialing
Crawford County will not be utilizing this program.

6-3a. Evidence Based Programs: Family Finding
Crawford County will not be utilizing this program.

6-3a. Evidence Based Programs: High-Fidelity Wrap Around

Crawford County will not be utilizing this program.

6-3b. Pennsylvania Promising Practices

The following questions must be answered for the PaPP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

PaPP Dependent

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Program Name:	Creative Expressions of Art
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Request Type	Enter Y or N		
Renewal from 2009-10	N		
New implementation for 2010-11 (did not receive funds in 2009-10)	N		
Funded and delivered services in 2009-10 but not renewing in 2010-11	N		
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing
		X	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within PaPP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$25,707		\$25,707
FY 2011-12			\$62,000

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response:

- Explain why the change is requested. What are the deciding factors to move from the originally requested program to another? Was this change discussed with the regional office?

Response: For FY 09/10 a request for transfer/shift of funds was asked for. This was due to the budget impasse. The program Intensive Family Reunification was specifically derived due to the anticipation of funds through PAPP. The program was unable to be implemented until the budget was passed because funds to contracted service providers was withheld during this time and the contracted agency did not have the funding for start up costs and initial training. The request was discussed with Deputy Secretary Richard Gold and denied.

- Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population	N/A	Toddler-H.S. students	Toddler-H.S. students	Toddler-H.S. students	Toddler-H.S. students	Toddler-H.S. students
# of Referrals	N/A	16	33	35	36	37

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# Successfully completing program	N/A	16	33	35	36	37
Cost per year	N/A					
Per Diem Cost/Program funded amount	N/A	\$1,000 per student per program	\$1,000 per student per program	\$1,000 per student per program	\$1,000 per student per program	\$1,000 per student per program (\$20 a class)
# of MA referrals	N/A	MA does not pay for this service	MA does not pay for this service	MA does not pay for this service	MA does not pay for this service	MA does not pay for this service
# of Non MA referrals	N/A	N/A	N/A	N/A	N/A	N/A
Name of provider	N/A	Creative Expressions of Art	Creative Expressions of Art	Creative Expressions of Art	Creative Expressions of Art	Creative Expressions of Art

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response: Intensive Family Reunification was approved through PA promising practices for FY 09/10 and 10/11. Outcome data comparing the intake and closing assessments are not available at this time as 10 of the 11 cases referred remain open. The one case that was closed was discharged by Crawford County CYS without sufficient notice. Closing assessments were mailed to the family but were not returned and due to the short notice staff was not able to sit with the family while they completed them. Having staff present when the assessments are completed increases compliance and helps to ensure accuracy of the assessments as they can answer any questions the client may have.

All families have completed an intake assessment phase that explored family roles and expectations, parenting skill level, parenting stress levels and developed treatment goals. Of the 11 families referred to the program, 5 have had children returned to the biological home and continue to work with the reunification staff to ensure continued success.

Two children, who had been returned to their family, had to be removed from the biological family and placed outside of the home. One child was placed in kinship care while the other child was placed in a behavioral modification treatment facility. Both families continue to work with the Reunification staff to address the concerns that led to placement.

The reunification team has helped families acquire beds, dressers, tables, lamps, window dressings, carpeting, have painted bedrooms, have helped to provide sheets and blankets, and clothing for adults and children. Several homes were treated for roaches, head lice, fleas and ants. The teams have also provided families with nutritious food, hair products, hygiene products, and cleaning products. In addition families were given the opportunity to identify and participate in healthy family activities to improve family functioning and were encouraged to develop healthy outside support networks that consisted of positive family members, community supports and were encouraged to join a church family.

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One family was closed due to a change in goal from reunification to APPLA. Due to very limited notice of discharge by the CYS caseworker, closing assessments were not able to be completed with the family. Assessments were mailed to the family but have not been returned as of this date. Follow up calls have not been returned but continued attempts at contact will occur for an additional 60 day period.

There were barriers to implementation in FY 09/10 due to the budget impasse. This will not affect service delivery in FY 10/11.

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response: As the program has been in operation for less than one fiscal year, outcome assessments are not able to be established at this time. All but one family is currently open and the one family who did close did not have closing assessments completed at the time this narrative was written. The main barrier to completing those closing assessments is that Child to Family Connections was not given sufficient notice prior to discharge so the team was not able to complete the assessments with the family and the family was not prepared for discharge from the program.

Also, it could increase the effectiveness of the program if families were referred to the program earlier after the children are removed. The current families are making progress and are addressing the concerns that led to removal of the children however, those concerns may be able to be addressed in a quicker time frame and the children returned home in less time if the family is referred to the program within the first 5-7 days after removal of the children. This affected program outcomes for 09/10 and may affect outcomes for 10/11.

- ❑ Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or under spending or under-utilization of grant funds?

Response: For FY 09/10 there were factors that contributed to the under spending of the grant funds. There were only two programs that this affected. Intensive Family Reunification was one of them. As stated before the under utilization of the grant funds was a direct contribution of the budget impasse. The program was unable to access the start up costs and training for the program because of the withholding of money to contracted agencies during that time. The successes of other programs which the funds were maximized came be contributed from the programs already being implemented and functional. Crawford County Human Services Chief Financial Officer personally manages these grants and openly discusses the expenditures with the agencies.

- ❑ If there were instances of under spending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: Intensive Family Reunification has been providing service for 10 months. The grants funds will be maximized for FY 10/11. For FY 09/10 there were initial start up costs and training of contracted staff that needed to be completed prior to delivering the service

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and these actions could not be taken July 1st 2009 because of the budget impasse. This is not an concern for FY 10/11. Also the allotted grant funds for FY 10/11 was decreased from FY 09/10.

Crawford County is asking for funding for a new program Creative Expressions of Art for FY 11/12. This program is already in existence and there will be no initial start up costs. The director of the program Creative Expressions of Art along with the accountant have actual numbers for the funds that they need to run the program. Crawford County Human Services Chief Financial Officer also discusses the special grants funds quarterly with the providers.

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: The target population for Intensive Family Reunification is a family, who is involved with Crawford County Children and Youth Services, where at least one child is in substitute care, there is at least one caregiver who is a willing participant, the permanency goal is reunification, the child(ren) in placement are having regular contact with their family and there are safety issues which prevent reunification that have been identified and can be addressed through intensive intervention. The target population is chosen by the CYS caseworker and/or CYS supervisor.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response: Crawford County is requesting funds for a new preventative program Creative Expressions of Art. This is an after school art therapy program that uses a strength based approach and a nurturing environment to promote expression. This organization helps youth express themselves through forms of art. It is an outlet for expression and a way for children to free themselves and release repressed anger and emotions in a positive way. The target population ranges from toddler children to high school students who are “at risk” and have Mental Health or Behavioral issues. Currently the majority of children/youth are within the Meadville area and a few from the town of Cambridge Springs. The target population was chosen through external sources and based from the director’s, Whisper Romeo’s expertise and training. The organization is willing to serve additional youth with the proper funding.

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Service outcomes are measured yearly by the service provider and are due August 15th to this agency. Intensive Family Reunification has specific outcomes that were developed through this program. The outcomes include but not limited to:

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1. Improve family functioning in areas presenting risk and jeopardy to children, including appropriate and habitable housing, economic security, social and kinship support and care giving, use of substances and safety.
 - ~At least 75% of the parents in the family reunification program will demonstrate a resolution of the problems presenting risk and jeopardy to children to at least a minimum standard, enabling them to be reunified with their children within 6 months of the case opening.
 - ~At least 75% of the parents in family reunification program will improve family functioning on the North Carolina Family Assessment Scale for Reunification at 6 months as compared with the NCFAS-R at intake into the program
2. Improve parent's ability to meet their children's needs for adequate food and nutrition; health care; emotional warmth; firm, consistent and flexible discipline; cognitive stimulation; dependable caregivers; safety and stability; and any special resources.
 - ~At least 3 out of 4 parents in the program will improve their ability to meet their children's needs sufficiently as measured on the NCFAS-R assessment.
 - ~At least 3 out of 4 parents in the program will improve their interactions with their children as measured by a positive change in their scores on the Adult-Adolescent Parenting Inventory-II after 6 months in the program.
 - ~At least 3 out of 4 reunified families will remain together for 12 months following their case closing, and will have no substantiated involvement in the child protective system, to be determined by a follow up interview with parents or primary care givers and a review of the child welfare agency records.
 - ~All families that are able to remain together for the 12 months following their case closing will report that they are using at least three community services or supports, both formal and informal.

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response: Service outcomes are measured by the service provider and are due August 15th to this agency. The service outcomes are collected through questionnaires that are completed by Behavioral Health Rehabilitation Service providers, parents and students. These surveys are completed twice a year to gauge the progress made in the students. Creative Expressions of Art specific outcomes are:

- ~There will be an 50% increase in the children's self esteem.
- ~There will be a 40% increase in positive family interactions
- ~There will be a 40% increase in positive problem resolution and decision making.
- ~There will be a 40% increase in empathy and positive interaction with peers, parents and the community.
- ~There will be no new abuse allegations or criminal charges filed during the time of the participation in the program.

Through the creative process and the curriculum, students will develop and/or improve social skills, working together as a family, self-expression, self-confidence, responsibility, decision making skills, anger management and a passion and understanding for the creative process of art.

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency's

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experience with the provider agency. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: The caseworker/supervisor who is working with the family who child(ren) are placed in substitute care makes the identification that Intensive Family Reunification is the needed service. A **referral** for the program will be completed by the caseworker/supervisor, within days of the child being placed. Once the program has the referral, the team will meet with the family within 3 days. The team comprises of a Master's level in home specialist and a family support staff person with a Bachelor's degree. The team meets face to face with the family and referral source so that a **screening** can be completed to ascertain the family's willingness to participate, and assess the initial criteria. The next phase is **assessment**. Once the delivery of service has started, there are frequent team meetings to keep everyone abreast of the situation and to ensure that the family is receiving the appropriate services. The family is able to receive all services that they need to include homemaking, parenting and counseling. This is an intensive program that works with the family for 13 hours a week. Once the child(ren) are returned home, the program follows the family for at least three months of aftercare. This can be extended based on the family's needs. This is the **termination and follow-up** stage. Child to Family Connections currently provides foster care services, parenting, homemaking, counseling, mentor services and SWAN services for the county. This agency continues to research and develop new programs that will meet the needs of the county.

FY 2010-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification.

Response: A child is referred to Creative Expressions of Art through a referral form. The form can be completed by the parent, caregiver, school or any other agency that is working with the child. Creative Expressions of Art will notify all applicant families and will hold a registration day. During this time, forms are completed regarding the child. It is also decided, at that time, if the child will need an adult, such as a TSS or parent, to be present with them during the sessions. The parents, students and any providers for that child will fill out a survey regarding the child. A second survey is given towards the end of the program to the parents, students and providers for that child to be completed review any progress made by that child. There are two semesters per year that the children can attend. The first semester runs from September to December and the second semester runs from January to May. Children age toddler to 4 years old meet twice a week. Elementary, Middle School and High School students meet once a week. Each month there are specific planned activity themes using different art mediums. In June there is an Art exhibit open to the public that displays the students art projects. The students are given certificate of Achievement specifying the individual goals they achieved. A child may attend as many sessions as they would like to. Along with the certificates, the family is given a gift card. This gift card may be a free rental for a movie to help promote a family fun night.

Creative Expression of Art is a preventative program that has shown positive outcomes for the last two years. This organization is supported by Crawford County and we as an agency support the service delivered. The organization will continue to provide the identified service without interruption.

- ❑ Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget,

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and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: For Intensive Family Reunification through Child to Family Services: The bachelor level worker will work 9 hours a week at \$15 dollars an hour. The Master level worker will work 4 hours a week at \$120 dollars an hour. There will be one hour of Master level supervision at \$30 dollars an hour and \$200 dollars for administrative fees. For Benefits and payroll taxes for the direct staff and in home staff is \$40. For supervision it is \$4 dollars and for administration it is \$40 dollars. General expenses are Communications \$12 dollars, Staff travel \$200, Insurance \$12, Training \$26, Office supplies \$40, Advertising \$5, and other office expenses such as rent, utilities ect, \$40. There is also a fee for \$300 per family for emergency needs (\$300/26 weeks=\$11.54). Total weekly expenses for 1 family, for 13 hours per week equal \$915.54. Unit rate = \$915.54/13 hours/week=70.43 per hour.

Total cost per person: \$70.43 per hour times 13 hours/wk times 26 weeks=23,805.34.

A total of 8 families times 23,805.34=\$190,442.72 +\$5,000 for training=\$195,442.72.

The invoicing process is: the agency proving the service would list the name of the child, type of service, the units provided by date and a total amount based off of the rate for service. Our agency would check to ensure that there is an authorization for the service to be provided before paying the bill.

- **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

□

Response: For Creative Expressions of Art: The director/lead instructor works for \$15.39 an hour in total for \$28,000 dollars a year. The Assistant instructor will work for \$14.29 an hour in total for \$26,000 dollars a year. Workers compensation is \$600 dollars a year and Liability insurance is \$400 dollars a year. Class snacks and food for the art shows total \$2,000 and Art supplies are \$1,000 per year. The rent is \$3,000 a year and Office supplies equal to be \$1,000 dollars year. This equals out to be \$62,000. Creative Expressions of Art also has a grant from the Pennsylvania Partners in Arts that equals \$3,000. There are fund raisers that total \$2,800, donations for printing and advertizing that equal \$2,400 and in kind donations of volunteers that equals \$46,535. PA Promising Practices would be 53% of the total cost to run this program.

Creative Expressions of Art is already in existence and has been implemented. Just recently this program received a non-profit status. PA Promising Practices will help offset the cost of the program, until the program is able to discover other funding streams. During this time, the program will also be able to serve more children.

The invoicing process is: the agency proving the service would list the name of the child, type of service, the units provided by date and a total amount based off of the rate for service.

- **For FY 2011-12**, Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

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Response: The cost savings has been identified as the time/hourly wage it would take a CYS intake worker to complete an intake assessment on a family, since one of the outcomes of this organization is that there will be no new abuse allegations or criminal charges filed during the time of the participation in the program. The cost savings has already been seen in that this program has kept outcomes for two years with the total of 68 children not receiving intake investigations.

- ❑ Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations)

Response: Intensive Family Reunification through Child to Family Connections uses Casey Family Services for technical assistance.

FY 2011-12 (for counties requesting funds for the first time)

Response: Creative Expressions is a non-profit organization. The program has a board that makes decisions regarding the organization and they develop ways to fund raise. Creative Expression of Art also utilizes the YWCA to create and implement ways to find in kind money. The organization also has an accountant that is able to answer all fiscal questions and prepare financial documents.

PaPP Delinquent

Crawford County is not requesting PaPP Delinquent funds during this plan.

Program Name:	
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Request Type	Enter Y or N		
Renewal from 2009-10			
New implementation for 2010-11 (did not receive funds in 2009-10)			
Funded and delivered services in 2009-10 but not renewing in 2010-11			
Requesting funds for 2011-12 (new, continuing or expanding)	New	Continuing	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within PaPP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11			

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FY 2011-12			
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- ❑ Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response:

- ❑ Explain why the change is requested. What are the deciding factors to move from the originally requested program to another? Was this change discussed with the regional office?

Response:

- ❑ **Complete the following table for each applicable year.**

	0607	0708	0809	0910	1011	1112
Target Population						
# of Referrals						
# Successfully completing program						
Cost per year						
Per Diem Cost/Program funded amount						
# of MA referrals						
# of Non MA referrals						
Name of provider						

If this is a renewal of services delivered in FY 2009-10, answer the following:

- ❑ Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response:

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response:

- ❑ Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or under spending or under-utilization of grant funds?

Response:

- ❑ If there were instances of under spending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this

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program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response:

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response:

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency’s experience with the provider agency. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2010-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response:

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- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response:

- **For FY 2011-12**, Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response:

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 (for counties requesting funds for the first time)

Response:

6-3c. Housing Initiative

The following questions must be answered for the Housing Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Crawford County is not requesting Housing Initiative funds.

Program Name:

Request Type	Enter Y or N			
Renewal from 2009-10				
New implementation for 2010-11 (did not receive funds in 2009-10)				
Funded and delivered services in 2009-10 but not renewing in 2010-11				

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Requesting funds for 2011-12 (new, continuing or expanding)		New	Continuing	Expanding

Budget	\$ amount
FY 2010-11 Approved Budget	
FY 2011-12 Budget Request	

If this is a renewal of Housing services delivered in FY 2009-10, answer the following:

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response:

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response:

- Describe the county’s expenditures history, if any, for the program/practice. What factors contributed to the successful or under spending or under-utilization of grant funds?

Response:

- If there were instances of under spending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response:

- Identify and describe the target population(s) for whom the county expects to provide these services.

- Describe the programs for dependent and delinquent youth which:
 - Prevent children from being placed, or
 - Facilitate the reunification of children with their families, or
 - Facilitate the successful transition of youth aging out, or who have aged out of placement. As of FY 2010-11, this includes all aging out youth with the exception of those who emancipate care on or after age 18, who will be funded through Appendix 8: IL Services, Room and Board.

- FY 2010-11** (for counties with approved allocations)

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Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations)

- *Response:*

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response:

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations)

Response:

- **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county’s successes or

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barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response:

For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

It is our goal to prevent out of home placements.

Response:

Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 (for counties requesting funds for the first time)

Response:

6-3d. Alternatives to Truancy Prevention

The following questions must be answered for the ATP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Program Name: _____

Crawford County is not requesting funds for Alternatives to Truancy.

Request Type	Enter Y or N		
	New	Continuing	Expanding
New implementation for 2010-11			
Requesting funds for 2011-12 (new, continuing or expanding)			

Budget	\$ amount
FY 2010-11 Approved Budget	
FY 2011-12 Budget Request	

Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population						
# of Referrals						
# Successfully						

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completing program						
Cost per year						
Per Diem Cost/Program funded amount						
# of MA referrals						
# of Non MA referrals						
Name of provider						

Complete the following for each applicable year.

- ❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

Response:

- ❑ Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

- ❑ Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency’s experience with the provider agency. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2010-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

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Response:

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2011-12 For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

□

Response:

For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response:

- Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations)

Response:

FY 2011-12 (for counties requesting funds for the first time)

Response:

6-3d. State Reintegration Plan

The following questions must be answered for the SRP Initiative by counties requesting funds for FY 2011-2012. Once determined, enter the amount in the “10-11 SGI BDGT RQST” tab in the **Budget Excel file**.

Number of Youth	Cost per youth	\$ amount
2	\$3,665	\$7,330

- Describe the how the number of youth was determined.

6-3e. Independent Living Service Grant

- In the table below, place an “X” for the services that will be provided by CCYA (regardless of funding source). Check as many boxes as apply.

Mark “X” in this column	Services
X	A. Needs Assessment/Case Planning
X	B. Life Skills Training
	C. Prevention Services
X	Dental/Health
X	Drug Abuse Prevention
X	Alcohol/Tobacco/Substance
X	Safe Sex/Pregnancy
	D. Education
X	Vocational Training
X	High School Support and Retention
X	Preparation for GED
X	Assistance in Obtaining Higher Education
	E. Support
	Individual and Group Counseling
X	Stipends
X	Services for Teen Parents
X	Mentoring
	F. Employment
X	Job Placement
X	Subsidized Employment
X	G. Location of Housing
X	H. Room and Board
X	I. Retreats/Camps
X	J. Indirect Services
X	K. Program Administration

- In the following forms, complete the form **for services marked with an “X” in the above table only**. Provide the requested information pertaining to each specific IL service to be provided by the CCYA. Enter all county IL services information in this template. In each service area table, list the estimated requested grant amount to be used for IL services.

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Include the following in the estimate: staff costs to perform these services, the cost of materials and supplies and the cost to develop, implement and monitor implementation of these services unless adding in Indirect Services or Program Administration.

- ❑ For each IL service **marked with an “X” in the above table**, estimate the number of in care; delinquent, discharged and total youth (unduplicated counts) who will receive IL services.

IL Services (federal, state, local)	\$ amount
FY 2010-11 Approved Budget *	240,742
FY 2011-12 Budget Request *	299,333

- ❑ Describe the county’s expenditures history for IL Services for FY 2006-07, 2007-08, 2008-09 and 2009-10. What factors contributed to the successful or unsuccessful spending of grant funds for each year?

For FY 06 through 09 Crawford County was only allocated CHAFEE funds and for all of these years the money was successfully spent. For FY 09/10 Crawford County was allotted CHAFEE, State with a county match. For this fiscal year Crawford County was not able to expend all funds due to the budget impasse. Although Crawford County added an IL program specialist position with the lack of available funding for the first four months of the fiscal year the agency was unable to fully utilize all allotted funding.

- ❑ If there were instances of underspending of prior years grant funds, describe what changes have occurred to ensure that grant funds for this program/service are maximized and effectively managed.

The IL program that was developed within Children and Youth Services has been in place for 10 months. There will be no lack of funding for this fiscal year therefore Crawford County will be able to maximize all funds. Crawford County Human Services Chief Financial Officer meets quarterly with the IL program specialist to discuss the expenditure of the budget.

A. Needs Assessment/Case Planning

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Needs Assessment/Case Planning		30	5	22	57
Total	11,459	7,250	775	3,434	11,459

* Enter unduplicated youth count only.

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- ❑ Describe how the needs assessment/case planning process will be delivered; who will deliver the activities (provider or agency staff); what tool(s) will be used; and the frequency of the activity for or with youth.

Every youth involved with IL services will complete the Ansell-Casey Life Skills Assessment. This assessment may be completed by Crawford County Children and Youth Services IL Program Specialist, the caseworker from the Moving On Program, the worker from Learning to Live, foster care agencies who are completing this assessment through their foster care program or from placement facilities. For youth who are currently involved with Crawford County Children and Youth Services, a CANS (Child and Adolescent Needs and Strengths) Assessment is completed. This assessment may also be used to identify areas that can be strengthened or need to be worked on. Some of the youth may also be encouraged to take the Career Interest Inventory and/or the TABE assessment. These assessments will help guide a youth toward future career paths and help with ascertaining a GED. A youth will be identified as needing an IL assessment through ongoing Children and Youth Services and/or Juvenile Probation workers and supervisors. A referral will be completed and given to the IL Program Specialist along with collaboration between the IL Program Specialist and the workers/supervisors. At this point in the referral process, any accommodations a youth will need will be discussed. Once a referral is received it is processed on the basis of priority. The referral will either remain with the IL Program Specialist or sent to the Moving On Program. If an IL assessment has not been completed on a youth within six months, one will be done. If a caregiver is willing to complete an assessment, this will be completed also. Once the Ansel I-Casey Life Skills assessment is completed a case plan will be developed by the youth and the IL Program Specialist based on the youth's needs. Youth who will be eligible for these services include CHAFEE eligible youth, youth who are 16 and older involved with strictly Juvenile Probation and youth who are involved with Children and Youth Services but who may not been in placement on or after their 16th birthday. If the youth on the current waiting list and youth who are identified above are being served then the age for IL services may be dropped to 14.

- ❑ Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

B. Life Skills Training

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Life Skills Training		30	5	22	57
Total	63,000	53,634	2,500	6,866	63,000

* Enter unduplicated youth count only.

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- ❑ Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs. 85%	Group or Classroom Svcs. 85%

- ❑ Describe how life skills training will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Once a youth has completed the needs assessment and developed a case plan, they may be offered to attend life skills training groups through Child to Family Connections. There are eight to ten sessions and the topics of the sessions revolve around Career Planning, Daily Living, Housing/Money Management, Self Care, Social Relationships, Work Life and extra items. They also offers groups on soft skills that youth can incorporate into their lives. These groups are now conducted at the Crawford County Human Services IL Lab. The Crawford County Children and Youth IL Program Specialist will provide Life Skills training to youth. This will be done through groups or on an individual basis. The Life Skills topics will be based on the needs of the youth involved in the program at that time. Youth who were involved in the groups conducted by Child to Family Connections are also eligible for groups and individual sessions offered by the IL Program Specialist. The Moving On Program will work basically with the Aftercare youth. This program provides life skills to youth primarily through individual sessions based off of the youth's wants and needs. The Moving On Program may also coordinate with the IL Program Specialist to have scheduled drop in sessions at the IL Lab. This would allow the youth to spend time at the lab to study, do research, discuss IL needs and work on IL newsletter. The Moving On Program staff may also choose to run a group based on the wants/needs of the youth being served. Prevention services are addressed through Life Skills training through all IL programs. Additional monies are being asked for cultural events and activities. This not only will make a youth a more rounded individual, but it also helps with creativity and social skills.

- ❑ Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

C. Prevention

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*

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Dental/Health	1,500		30	5	22	57
Drug Abuse Prevention	500		15	5	13	33
Alcohol/Tobacco Substances	500		15	5	13	33
Safe Sex/Pregnancy	500		20	3	12	35
Total	3,000					

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs.	Group or Classroom Svcs.
80%	70%

- Describe how prevention services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Health, Dental and vision prevention is addressed with every youth in substitute care and every youth is up to date on these appointments. The additional monies are being asked for specific to guest speakers to present information to youth on each of these topics. The monies will also be used for individual services such as Family Planning visits and location of specific prevention services that a youth needs.

- Describe any additional prevention services provided to the youth that are not listed above and who will provide those services.

IL may utilize Red Cross for CPR/First Aid training.

- Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

D. Education

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
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Vocational	17,051		25	2	19	46
High School Support and Retention	4,250		20	3	10	33
GED	3,700		6	2	6	14
Assistance in Obtaining Higher Education	19,583		12	2	12	26
Education and Training Grant (ETG) Provision and Retention	1,500		10	1	11	22
Total	46,084		23,546	6,019	16,519	141

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs. 80%	Group or Classroom Svcs. 85%

- Describe how education services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

IL staff, including IL Program Specialist, Moving On, Learning to Live and placement and foster care agencies will work with the youth. This may include educating the youth and families/foster families on the importance of finishing high school, the opportunities present for youth on colleges, trade schools, etc. and on how to obtain a GED. The IL Program Specialist and staff listed above will utilize individual time to educate a youth on a specific educational need. IL may also develop and hold groups to discuss college life, college applications, financial aid, high school retention and GED readiness. The IL program can also utilize PHEAA representatives to speak to youth and families on financial aid. IL also has resources available to them such as SAT study guides, GED practice tests and a variety of websites for financial aid and grant information to provide to the youth or have them research such websites at the IL lab.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.

- Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

E. Support Services

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- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Individual and/or Group Counseling	15,232	30	5	22	57
Stipends	66,894	20	3	20	43
Services for Teen Parents		3	0	3	6
Mentoring	9,125	8	0	8	6
Total	91,251	47,650	8,700	34,901	112

* Enter unduplicated youth count only.

- Estimate the number of youth who the county will refer to the SWAN prime contractor for the following services related to permanent connections.

SWAN	
	No. of Youths
Child Profile:	19
Child Preparation:	15
Child Specific Recruitment:	4

- Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs. 90%	Group or Classroom Svcs. 85%

- Describe how support services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

A needs based assessment, the Ansell-Casey Life Skills Assessment, is completed which helps the IL staff determine what areas of support are needed. They youth may be offered to attend life skills training groups through Child to Family Connections. There are eight to ten sessions and the topics of the sessions revolve around Career Planning, Daily Living, Housing/Money Management, Self Care, Social Relationships, Work Life and extra items. They also offer groups on soft skills that youth can incorporate into their lives. These groups are now conducted at the Crawford County Human Services IL Lab. These youth then obtain points for attendance and participation that they turn in for stipends. Stipends are broken down into two types, Unrestricted and Restricted. Unrestricted Stipends are at the discretion of the youth to use and may be given in form of a check, gift certificate to various places or material needs such as clothes, sneakers, food, etc. The IL Program Specialist will also conduct groups and see youth on an individual basis. The youth will be able to collect stipends for activities done with the IL Program Specialist. Also, any community

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service done through IL will allow the youth who participate to collect stipends. The Moving On Program will work basically with the Aftercare youth. This program provides life skills to youth primarily through individual sessions based off of the youth's wants and needs. The Moving On Program may also coordinate with the IL Program Specialist to have scheduled drop in sessions at the IL Lab. This would allow the youth to spend time at the lab to study, do research, discuss IL needs and work on IL newsletter. The Moving On Program staff may also choose to run a group based on the wants/needs of the youth being served. Youth participating in the before mentioned events will be eligible to earn stipends. Youth in college for trade school are eligible to earn stipends by remaining in the IL program. They will be required to email or phone the IL Program Specialist or Moving On caseworker once a month. During between semester break and summer break, they will be required to participate in IL functions and help to mentor other IL youth. Mentoring is something new that Crawford County would like to use for the IL youth. The IL program is hopeful that youth who have been through the IL program will mentor the youth who are currently in the program.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.
- Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

F. Employment

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Job Placement	15,043	13	0	12	25
Subsidized Employment	0	0	0	0	0
Total	15,403	8,355	0	7,048	25

* Enter unduplicated youth count only.

- Mark with an "X" the types of subsidized employment services which will be offered, and whether the subsidy will be full or partial.

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Subsidy Type	Offered	Full	Partial
Summer Employment			
Agency Operated Only			
Tax Credits			
Other (describe:)			

- Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs. 95%	Group or Classroom Svcs. 75%

- Describe how employment services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Through the IL Program Specialist, the Moving On Program and the Live to Learn program, the IL youth will have individual and group sessions to educate themselves on the skills needed to search for a job, obtain a job and keep a job. They will learn to utilize local newspapers, radio, word of mouth and online services to search for a job in their area and/or in their field of interest. They will also learn the skills needed to fill out an application appropriately, how to dress appropriately and interview skills. This may come in the form of soft skills groups or role playing exercises. The IL Program Specialist and staff from Moving On would also be available to help transport clients to places of business to obtain applications and drop them off. They may also be utilized to transport to interviews on a needs basis. The IL youth may use their stipends to help purchase appropriate attire for job interviews and any uniforms/clothing needed for specific employment.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.
- Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

G. Location of Housing

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file. **Do not request placement costs in this service area or grant.**

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*

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Location of Housing		10	0	18	28
Total	7,620	4,000	0	3,620	28

* Enter unduplicated youth count only.

- Mark with an "X" the types of assistance which will be offered.

Assistance Type	Offered
Referral to public housing agency	X
Interview preparation	X
Application assistance	X
Accompany on inspection	X
Use local realtors as a housing resource	X
Other (describe:)	X

- Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs.	Group or Classroom Svcs.
85%	80%

- Describe how location of housing services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Crawford County Children and Youth Services IL Program Specialist and the Moving On Program's caseworker will work in conjunction with local landlords for use of local housing facilities for short term rent.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.
- Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

H. Room & Board

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

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Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Room and Board			0	15	15
Total	29,083	15,500	0	13,583	

* Enter unduplicated youth count only.

- If the agency **does** provide youth with room and board, describe the frequency of staff contact with youth accessing these services.

For youth who are eligible and are approved for room and board services, they will be expected to have consistent contact with the IL caseworker/Program Specialist. For the first three months, the youth will be visited twice a month. The next three months the youth will be visited once a month, the next three months the youth will be visited once and the last three months the youth will have contact with the caseworker/Program Specialist by phone. If at any time the youth needs more support or contact this will be provided based on need. For youth that participate in this section because of college, it will be determined based on the location of the college how frequent the face to face contact will be. By having consistent contact with the youth, outcomes will be easier to obtain.

- If the agency **does** provide youth with room and board, describe the period of time that youth can access the service, by type of assistance offered and whether a “step-down” approach will be used.

The services that will be offered are Emergency Assistance, Temporary Assistance and Extended Assistance. These services will be offered once to fifteen youth, between the ages of 18 and 21, who exited care at the age of 18 or who are emancipated from care on or after the age of 18. A step down approach will be used. For the first month, 100% of the housing cost will be paid up to \$500. The second month 50% of the housing cost will be paid. The third and fourth months, 25% will be paid. This policy may change in regards to the amount of money that will be offered to youth based off of the economy and review of the policy, but a step down approach will still be used. With the additional monies from State and Local, other youth that have been in care but not aged out may also be helped if the monies allow and all eligible CHAFEE youth are served.

- If the agency **does not** provide youth with room and board, describe what services are used to meet housing needs.
- Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

I. Retreats/Camps

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

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Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Retreats/Camps		4	0	4	8
Total	2,508	1,500	0	1,008	

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs. 0%	Group or Classroom Svcs. 100%

- Describe how retreats/camps will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The county is asking for additional monies in this category so that the youth can attend IL camps/retreats. This will be utilized to build trust, improve social skills, develop conflict resolution skills and foster independence.

- Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

J. Indirect Services

- Complete the table and breakout the costs for these activities. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Indirect Service Type	Budget Request \$
Staff, Foster/Adoptive and other Residential Child Care Providers	
Community Outreach and Educational Efforts	
Interagency coordination to support IL activities and services at the local level	
System change efforts	
Other (describe:)	
Total	7,000

- Describe the indirect services provided by the county.

The indirect funds that are used are to help strengthen the program and help build a better understanding of what our IL youths' needs are and how to help this population. Staff will be

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expected to attend relevant trainings that are offered by the CWTP, attend networking sessions and all other necessary trainings. This is to improve their insight into this field and gain more ideas on how to help successfully transition these youth into adulthood. In 08/09, foster parents were expected to attend a training conducted by Steve Eidson. The information obtained in this training was beneficial to the foster families. This type of training may be repeated as often as necessary or at the request of foster care agencies. The IL Program Specialist will also work individually with the foster families. Part of building a good support system for aging out youth is helping the community understand and disseminate the negative connotations that they have about the youth. This will be a focus of the IL Program Specialist, utilizing his skills and those skills of the Moving On Program staff, Learn to Live staff, placement agencies and foster care agencies. It is believed that once the community's perception of youth who aged out of care is addressed, then there will be more resources developed to aid the youth in transition. This resource development is an ongoing process that will need to be continually re-evaluated along with system change efforts.

- ❑ Describe any additional indirect services provided by the county and who will provide those services.

- ❑ Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

K. Program Administration

- ❑ Complete the table and breakout the costs for these activities. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Indirect Service Type	Budget Request \$
Staff providing direct services	22,925
Program reporting costs	
Equipment, training materials, supplies, postage, facility expenses	
IL and Youth Advisory Board related travel	
Other (describe:)	

- ❑ Explain the administrative costs of providing IL services and the drivers of these costs.

Staff: Hermitage House Moving On program will provide a full time caseworker and Crawford County Children and Youth Services will provide a full time Program Specialist to work with the youth.

Program/Fiscal Reporting Costs: Record keeping of all income and expenses, reporting on such, completion of quarterly reports, audit costs, clerical, etc.

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Postage/Space/Supplies/Equipment: Will include all mailing, copies, location for the caseworker and Program Specialist(office and lab), records, storage, group meetings, computer, phone, group and individual supplies and percent of utilities used.

Travel mileage reimbursement for program related travel.

Supervision: For the Moving On Program and Crawford County Children and Youth Services approximately 4 hours/week to oversee the IL caseworker per that program, complete administrative paperwork, attend required meetings/conferences and complete the annual Grant Submission.

- Describe any additional administrative costs of providing IL services that are not listed above and the drivers of these costs.

- Describe how the costs to provide the activities are determined.

Cost has been determined based on time spent in this area last FY by the IL Program Specialist, the Moving On Program staff and the Learning to Live staff, as well as the number of IL youth who have shown a need for this area and the anticipated amount of youth who will have needs in this area in 11/12.

6-4. Accurint Search Tool

The following information must be provided for the Accurint Search Tool for the Implementation Year 2010-11 and to request and justify the number of users needed for FY 2011-12.

Column Instructions

Column 1

Provide the number of Accurint users that your county was allotted in FY 2009-10. If you do not know the number of users your county was allotted, please contact the DPW/OCYF Accurint Manager listed in Appendix 8.

Column 2

Provide the number of Accurint users that your county was allotted in the tentative or final allocations for July 1, 2010 by DPW/OCYF. If the final FY 2010-11 allocations have not been provided by the submission deadline, counties should not create more user ID's than originally assigned in FY 2009-10. If you do not know the number of tentative or final users your county was allocated, please contact the DPW/OCYF Accurint Manager.

Column 3

Provide the number of additional Accurint users your county needs for FY 2011-12. Before requesting additional users, counties should analyze their current usage. Justification for additional users must include the following:

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- The type of staff selected to use Accurint and the reasons why. Examples of the types of staff may include County Administrator, LSI paralegal, supervisor, JPO, etc.
- The average monthly number of users who did searches in FY 2009-10.
- The average monthly number of searches completed by users in FY 2009-10.
- The total number of searches completed by your county for FY 2009-10.

For assistance with an analysis of your county's usage, contact the DPW/OCYF Accurint Manager.

Column 4

Provide the total number of Accurint users your county would like for FY 2011-12. This number is calculated by adding columns 2 and 3 together.

Column 1	Column 2	Column 3	Column 4
Number of users assigned by DPW for FY 2009-10	Number of users assigned by DPW for FY 2010-11	Number of additional users requested for FY 2011-12	Total number of users requested for FY 2011-12
1 Admin., 2 Users	1 Admin., 2 Users	1 User	1 Admin., 3 Users

Provide Justification for Column 2:

At the time of this user assignment by DPW Crawford County only had need for 3 users total. We were granted access for 3 users.

Provide Justification for Column 3:

Crawford County is gaining a LSI position, therefore we need to allow this person the ability to have access to Accurint.

6-???. Information Technology

Submit a detailed description of the county's current Information Technology Plan. The description should provide answers to the following questions and should include what the county is doing in FY 2010-2011 and planning for FY 2011-2012

1. Does the county currently have an automated case management system that is sustainable?
 - a. If yes, describe the system and its functionality.

Yes, Crawford County's system (Child Accounting and Profile System, which is now called the Integrated Child Accounting and Management System/ICAMS) was selected by the state for deployment statewide. Therefore, we meet all of the State's requirements for an automated case management system.

- b. If no, describe how the county plans to transfer an already existing case management system from another county.

2. How does the county's current system or transfer system align with the goals of the Statewide Child Welfare Information System Strategic Plan (Statewide Plan)?

Crawford County's system (Child Accounting and Profile System/CAPS, which is now called the Integrated Child Accounting and Management System/ICAMS) was selected

Crawford

by the state for deployment statewide. Therefore, we meet all of the State's requirements and goals for the Statewide Plan including items "a" through "e" below. The software code was turned over by our Vendor (Avanco International) to the state in 2009.

- a. Interoperability – The system uses technology that is web-based and allows the efficient and secure exchange of information with other systems or components.
 - b. Real-Time Information – The system is accessible to all workers, allows the direct input of real time information and will be capable of exchanging real time information with a statewide database. Information is not first tracked on paper and then entered into the system by data entry staff.
 - c. Standardized Data – the system accurately collects and reports data associated with federal and state reporting, such as AFCARS; and can be enhanced to exchange data with a statewide database using a standard data schema.
 - d. Case Management System – the system is a true case management system that is used by all caseworkers and supervisors to manage day to day caseload activities. The system adequately supports the following functional areas: Case Management (Intake/Investigation, In-Home Services, Placement Services, Adoption, etc.); Eligibility; and Resource/Provider Management.
 - e. The system is compliant with DPW and/or Commonwealth Enterprise Standards and the system software code is public domain.
3. How does the county's current system or transfer system support other critical business areas such as Financial Management and Administrative Functions?

Financial management and administrative functions are inherent to the county's system (CAPS/Child Accounting and Profile System, which is now called ICAMS/Integrated Child Accounting and Management System).

4. How does the county's current system or transfer system support the evaluation of child welfare outcomes in the areas of child safety, permanency and well-being?

CAPS/ICAMS includes templates to design and store state mandated forms, reports and assessment tools such as Safety Assessments, Safety Plans, Risk Assessments, Family Service Plans, Child Permanency Plans, as well as CANS (Child & Adolescent Needs Assessment) in addition to others.

5. How does the county plan support the reuse of existing IT assets?

The county plan allows the Director of Human Services to first reuse any IT assets within the department. If they cannot reuse them there they are turned in to the county for reuse in the county. If they cannot be used or deployed within the county then the county follows the county code for disposition of the assets.

If the county is requesting funding for ongoing or new development in their FY 2011-2012 ITG, the county must provide the following information.

Crawford County is not requesting this funding.

1. Business Need - describe the business need for the ongoing or new development;
2. High Level Requirements – provide a description of the high level business and technical requirements;

3. Project Cost Proposal – provide the total costs for the development as well as the total estimated project costs if the development is part of a larger project; and
4. Cost/Benefit Analysis – provide a cost/benefit analysis that demonstrates the ongoing or new development provides a better return on investment than transfer of an already existing system or component.

Section 7: Required & Additional Language

7-1. Assurances

The following pages include assurance forms to be completed by counties. These forms are included:

- Assurance of Compliance/Participation
- Documentation of Participation by the Judiciary
- Assurance of Financial Commitment and Participation

The following forms must be signed and submitted in hard copy to:

Mr. Cliff Crowe
Office of Children, Youth and Families
Health and Welfare Building Annex
Seventh and Forster Streets
P.O. Box 2675
Harrisburg, Pennsylvania 17105-2675

and

Mr. James Anderson, Executive Director
Juvenile Court Judges' Commission
401 Finance Building
Harrisburg, Pennsylvania 17102-0018

**ASSURANCE OF COMPLIANCE/PARTICIPATION FORM
DOCUMENTATION OF PARTICIPATION BY THE JUVENILE COURT**

The Assurance of Compliance/Participation Form

The Assurance of Compliance/Review Form provided in this bulletin must be signed by the County Executive or a majority of the County Commissioners, the Juvenile Court Judge(s) or his/her designee, the County Human Services Director, the County Children and Youth Administrator, and the County Chief Juvenile Probation Officer and submitted with the FY2011-2012 Needs Based Plan and Budget submission.

The Assurance of Compliance/Review Form has two signatory pages. The first page is for the County Human Services Director, the County Children and Youth Administrator, the County Chief Juvenile Probation Officer and the Juvenile Court Judge(s) or his/her designee. This page must be submitted at the time of the county's implementation plan and needs based plan submissions. The second page is for the signatures of the County Executive or a majority of the County Commissioners. This page must be submitted at the time of the county's financial budget submission and must contain the financial commitment of the county.

COUNTY: Crawford

These assurances are applicable as indicated below.

Fiscal Year 2011 - 2012 Children and Youth Needs Based Plan and Budget Estimate and/or the

Fiscal Year 2010 - 2011 Children and Youth Implementation Plan

Note: A separate, signed Assurance of Compliance/Participation form must accompany the Children and Youth Implementation Plan and the Needs Based Plan and Budget when they are submitted separately. This Assurance of Compliance/Participation form cannot be modified or altered in any manner or the Children and Youth Implementation Plan and the Needs Based Plan and Budget will not be accepted.

COMMON ASSURANCES

I/We hereby expressly, and as a condition precedent to the receipt of state and federal funds, assure that in compliance with Title VI of the Civil Rights Act of 1964; Section 504 of the Federal Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Americans with Disabilities Act of 1990; the Pennsylvania Human Relations Act of 1955, as amended, and 16 PA Code, Chapter 49 (Contract Compliance Regulations):

1. I/We do not and will not discriminate against any person because of race, color, religious creed, ancestry, national origin, age, sex, sexual orientation or disability:
 - a. in providing services or employment, or in our relationship with other providers;
 - b. in providing access to services and employment for handicapped individuals.
2. I/We will comply with all regulations promulgated to enforce the statutory provisions against discrimination.

I/We assure that these documents shall constitute the agreement required by Title IV-E of the Social Security Act 42 U.S.C. § 672 (a)(2) for foster care maintenance and adoption assistance payments.

I/We assure:

- the County Children and Youth Agency and Juvenile Probation Office has the responsibility for placement and care of the children for whom Title IV-E foster care maintenance and adoption assistance payments are claimed;
- the County Children and Youth Agency/Juvenile Probation Office will provide each child all of the statutory and regulatory protections required under the Title IV-E agency, including permanency hearings, case plans etc.;
- the agreement between the Office of Children, Youth and Families and the County Children and Youth Agency/Juvenile Probation Office shall be binding on both parties; and
- the State Title IV-E agency shall have access to case records, reports or other informational materials that may be needed to monitor Title IV-E compliance.

I/We understand that any Administration for Children and Families (ACF) disallowance incurred as a result of county noncompliance with Title IV-E foster care maintenance, adoption assistance or Title IV-E administrative claim requirements will be the responsibility of the county.

I/We assure that all information herein is true to the best of my/our knowledge and belief, based on my/our thorough review of the information submitted.

EXECUTIVE ASSURANCES

In addition to the Common Assurances,

I/We assure that I/we have participated in the development of the Plan, are in agreement with the Plan as submitted and that all mandated services if funded by the Plan will be delivered.

I/We assure that these Plans comply with the "Planning and Financial Reimbursement Requirements for County Children and Youth Social Services Programs" as found in 55 PA Code Chapter 3140.

I/We assure that, when approved by the Department of Public Welfare, the attached Children and Youth Implementation Plan and Needs Based Plan and Budget, including any new initiatives, additional staff and/or increased services and special grants that are approved, shall be the basis for administration of public child welfare services for all children in need under Article VII of the Public Welfare Code, 62 P.S. § 701 et seq., as amended.

I/We assure that, where possible, the county will cooperate with state efforts to maximize the use of federal funds for the services in this Plan.

I/We assure that all contracts for the provision of services addressed herein will require the providers to comply with the Chapter 49 provisions (contract compliance regulations).

I/We assure that expenditure of funds shall be in accordance with these Plans and estimates and Department of Public Welfare regulations.

I/We assure that services required by 55 PA code 3130.34 through 3130.38 will be made available as required by 55 PA code 3140.17 (b)(2);

I/We assure that the capacity of both the county and the providers has been assessed and it is my/our judgment that it will be adequate to implement the Plan as presented;

I/We assure all Title IV-E foster care maintenance and adoption assistance payment eligibility requirements are met for the specified children, not merely addressed by the agreement;

I/We assure that the County Children and Youth Advisory Committee has participated in the development of this Plan and has reviewed the Plan as submitted; and

I/We assure that representatives of the community, providers and consumers have been given the opportunity to participate in the development of this Plan; and

I/We assure that the county programs that affect children (e.g., Mental Health, Mental Retardation, and Drug and Alcohol) have participated in the development and review of this Plan.

I/We understand that the accompanying budget projections are based on estimates and that the amounts may change when the state budget is adopted and final allocations are made.

I/We understand that substantial changes to the Plans subsequent to Departmental approval must be submitted to the Regional Office of Children, Youth and Families for approval.

NEW ASSUARANCE in FY 2011-2012 NBB Bulletin

I/We assure that all new Guardians Ad Litem have/will complete the pre-service training prior to being appointed to represent a child. If the GAL has not completed the pre-service training, costs incurred for representation of children by this GAL will not be claimed.

**COUNTY ASSURANCE OF COMPLIANCE AND PARTICIPATION
DOCUMENTATION OF PARTICIPATION BY THE JUVENILE COURT**

**THE SIGNATURES OF THESE COUNTY OFFICIALS REPRESENTS AN ACKNOWLEDGEMENT OF
COUNTY COMMITMENT TO ADHERE TO THE COMMON AND EXECUTIVE ASSURANCES
CONTAINED IN THE PRECEEDING PARAGRAPHS**

County Human Services Director

Name Signature Date

County Children and Youth Administrator

Name Signature Date

County Chief Juvenile Probation Officer

Name Signature Date

DOCUMENTATION OF PARTICIPATION BY THE JUDICIARY

In addition to the Common Assurances:

I/We assure that I/we had the opportunity to review, comment and/or participate to the level desired in the development of the Children, Youth and Families Needs Based Plan and Budget.

I/We assure that the plan accurately reflects the needs of children and youth served by the juvenile court.

I/We assure that the Juvenile Probation Office has actively participated in the development of the Children, Youth and Families Needs Based Plan and Budget.

Judicial Comments:

Juvenile Court Judge(s)/ Designee

_____	_____	_____
Name	Signature	Date
_____	_____	_____
Name	Signature	Date

COUNTY ASSURANCE OF FINACIAL COMMITMENT AND PARTICIPATION

THE SIGNATURES OF THESE COUNTY OFFICIALS REPRESENTS AN ACKNOWLEDGEMENT OF COUNTY COMMITMENT TO ADHERE TO THE COMMON AND EXECUTIVE ASSURANCES CONTAINED IN THE PRECEEDING PARAGRAPHS AS WELL AS COUNTY COMMITMENT TO PROVIDE THE LOCAL FUNDS SPECIFIED IN THE PLAN AS NECESSARY TO OBTAIN THE MATCHING STATE AND FEDERAL FUNDS BASED ON THE COUNTY'S PROPOSAL. THE LOCAL FUND COMMITMENT AS PROVIDED IN THE COUNTY'S PROPOSAL TOTAL
\$ _____.

Signature(s)

County Executive/Mayor

_____	_____	_____
Name	Signature	Date

County Commissioners

_____	_____	_____
Name	Signature	Date

_____	_____	_____
Name	Signature	Date

_____	_____	_____
Name	Signature	Date