

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.

Clearfield

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:	

Clearfield County

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.

The Agency had its most recent DPW inspection on June 9-11 of 2010. Overall, the results of the inspection were positive. According to the Licensing Inspection Summary, the Agency “has shown significant improvements since the last review in meeting the health, safety, and well-being of the children being serviced.” It was also noted that the agency has shown improvement in family engagement and concurrent planning.

A priority for the Agency is to continue improving the timeliness of permanency for children in out of home care. The Agency finalized 8 adoptions in FY 2009-10 and is scheduled to finalize 5 adoptions before the submission of this plan, but there is still a large portion of children in out of home care who have been in care over 24 months. The Agency has been working with the Child Welfare Training Program (CWTP) to assist in improving this outcome. The Agency is currently participating in the Concurrent Planning Transfer of Learning package offered by CWTP. The Agency is also going to participate in the American Bar Association’s Barrier to Permanency Project. The Agency will also focus on improving the quality of work done by agency staff, especially in the area of Family Service Plans (FSP). Family involvement in the development of case specific goals on the FSP is a priority.

The Agency is also looking to work with service providers to develop intensive in-home supervised visitation services that provide a parenting component. Historically, the Agency has supervised visitation at the office, which continues for extended periods of time.

Since the submission of the last plan, the Agency has experienced some staff turnover. Six caseworkers have left the Agency. Three of the six had two or more years experience. In the past, staff had left the agency due to being unhappy with the Agency; four out of the six caseworkers that resigned left the Agency for other jobs where they would get better pay and one left due to school commitments. There is also one caseworker who has been out on medical leave for the past year. One Casework Supervisor was also out on medical leave from June 2009 through March 2010. A positive sign as far as agency staffing is that the five staff that have been hired since the new Administrator was hired are still at the Agency. The Agency also has a new solicitor that has had a positive impact on caseworker moral.

A challenge for the Agency is a somewhat inexperienced staff team. The Agency currently has three openings for caseworkers and 10 out 14 caseworkers currently employed have less than two years experience.

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<u>2-2a. Collaboration</u>

Entity	County Engagement
County Children and Youth Agency Staff	Bi-monthly staff meeting, regular supervision with casework Supervisors, all agency management and/or supervisory staff have an “open-door policy” and make themselves available to staff for consultation
Juvenile Probation Staff	The JPO Supervisor is a part of the Clearfield Collaboration Board and the CYS Advisory Board. The Administrators of the categorical meet monthly to discuss current concerns and issues. The County has also started to develop a procedure for Shared Case Responsibility.
Juvenile Court and Family Court Judges and Legal Counsel for Parties	There is no formal process at this time. The County is in the process of developing a local Roundtable. The Judges are willing to discuss issues with the Agency as needed. The Agency has monthly meetings with the Guardian to review recommendations being made by the Agency for court cases.
Family Members and Youth, especially those who are or who have received services	There is no formal process for collaboration with family members. There issues are addressed when they contact the Agency. The Clearfield County Collaboration Board is working to increase parent and youth involvement on the board.
Child, Parent, and Family Advocates	There is no formal process for collaboration with child, parent, and Advocates. Involvement at this level is usually on a case by case basis.
Mental Health and Mental Retardation service system	Staff from Clearfield/Jefferson MH/MR and Service Access Management(SAM) are involved with the Clearfield County Collaboration Board. They also participate in the Integrated Child Services Committee. The Administrator attends monthly meetings with other categorical Administrators to discuss issues. The CYS Administrator is part of the Advisory Board for the MH/MR case management agency, (SAM).
Drug and Alcohol Service System	Staff from Clearfield/Jefferson Drug and Alcohol Commission are involved with the Clearfield County Collaboration Board. They also participate in the Integrated Child Services Plan Committee. The Administrator attends monthly meetings with other categorical Administrators to discuss issues. The CYS Administrator is part of the Drug Free Communities Advisory Board.
Early Intervention System	There are staff from both agencies that provide Early Head Start services on the Clearfield County Collaboration Board.
Local Education System	The Agency is planning on reaching out to the local school districts with the assistance of the American Bar Association with trainings and meetings regarding Fostering Connections as well as truancy and how it will impact the relationship between the Agency and the

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Entity	County Engagement
	school districts.
Community Organizations which provide support and services to children and families	The Boy Scouts of America attend the Clearfield County Collaboration Board. The Agency has little collaboration with other Community Organizations. There has been discussion by the Collaboration Board to reach out to Faith based organizations for participation on the board.
Current Service Providers	All in-home service providers that the Agency utilizes participates with the Clearfield County Collaboration Board and the ICSP Committee.

2-2b. Data Collection Details

Resource	Data Collected	Date of Data
Ex.: US Census	Population; poverty statistics	2008
Pa Child Stat	Truancy	2007-2009
Time-Limited Family Reunification Reporting Form	Number of children served, number of children reunified	FY 2009-10
Community County Services Outcome data	Annual outcomes for Family Preservation, Home Based Truancy, and Delinquency Prevention Program	2006-2010
Gen-Clear Child Services	FFT outcomes	FY2009-10

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2-3: Meeting Mandates

2-3a. PA Rules of Juvenile Court Procedure

- What steps are the county taking to address this mandate?

The Agency continues to work with the Court to ensure that the Rules of Juvenile Procedures are being followed. Agency caseworkers ensure that all parties are given the paper to acquire court appointed counsel, if they do not have private counsel. All children are appointed a Guardian Ad Litem (GAL). All records are maintained by the Clerk of Courts Office and are done so as required by the rules. All hearings and court proceedings occur before a Judge and are done so in a timely manner. Permanency Review hearings are scheduled atleast every five months. The Agency works closely with its solicitor to ensure that petitions are accurate and filed in a timely manner as well as appropriate and timely service to all parties for all court proceedings. The Agency also works closely with its solicitor in situations where the informal discovery process becomes an issue.

2-3b. Truancy

- What steps are the county taking to address this mandate?

The Agency has taken a more active role in addressing truancy referrals. In the past, truancy referrals were somewhat ignored. Now truancy referrals are being assessed at the intake level. Agency caseworkers are working with school personnel and attending Truancy Elimination Plan (TEP) meetings. If services are needed to assist in the TEP, a referral is made for In-home Truancy Prevention services and the case is opened for ongoing services for further support and monitoring. The Agency has also utilized the dependency process much sooner in cases. Court involvement has assisted the Agency in cooperation by the truant and their families. A small portion of these children have been put into placement, but only after in-home services have been unsuccessful.

2-3c. Quality Assurance Process

- What steps are the county taking to address this mandate?

The Clerical Supervisor at the agency oversees the moment-in-time surveys. She reviews Family Service Plans for appropriate language, effective dates, and signatures. She makes copies of the documentation that supports the activity code that is recorded.

The fiscal staff at the agency have a check and balance system to ensure that claims for Title IV-E funds are correct. They make sure that all required language is in court orders. The Agency Fiscal Tech completes all CY-61's and works closely with the County Assistance Office and Social Security Office in determining parent incomes to determining eligibility. She also ensures that the child is in a qualified placement facility before claiming Title IV-E funds.

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2-3d. Fostering Connections

- What steps are the county taking to address this mandate?

In April of 2010 the Agency provided a Fostering Connections training for staff. The training was conducted by Eleanor Bush from the SWAN Legal Services Initiative program. The Agency sends out the Kinship Notification letters within 30 days of a child being placed in out of home care. The Agency is working to improve its documentation of the efforts to locate kin and expanding searches using Accurant. The Agency has completed Transition Plans when required for those youth who are going to age out of the system. The Agency does struggle with maintaining some youth in their own schools. The Agency looks for kinship care as a first option for placement and kin who are in the same school district take priority, but if the Agency can not find appropriate kin we have utilized our own Agency foster homes. The Agency does not have an adequate number of foster homes in the county's two largest school districts DuBois and Clearfield. The Agency has made it a priority to focus on recruitment efforts in those two areas. The only shelter in the county is located in DuBois, and whenever appropriate, the agency will ensure that the child is transported to public school. It is the intent of the Agency to coordinate with the ABA to offer a training for the school districts about Fostering Connections and other mandates that effect education. The Agency has added the tax credit information in the adoption subsidy packet.

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2-3e. Safety Assessment

- What steps are the county taking to address this mandate?

The Agency has worked hard to ensure that all Safety Assessments are completed within the mandated timeframes. The Agency is also working to ensure that all Safety Assessments are accurate and that there is documentation in the file to support the outcome of the assessment. Supervisors are reviewing Safety Assessments in the required timeframe. The County Safety Lead has left the Agency, but one of the Agency's Intake Supervisors has taken over the role as Safety Lead. She has not completed the Train the Trainer series. She does attend local Safety Assessment support meetings to stay current on issues surrounding Safety Assessment. The Agency does not assign cases to caseworkers until they have completed the Safety Assessment training.

Agency staff are scheduled to attend training regarding the Out of Home Safety Assessment.

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

- What steps are the county taking to address this mandate?

The Agency has made Caseworker Visitation a priority. The Agency has a policy that clearly explains how often children in foster care must be visited. The policy also defines what is considered to be a quality visit. Visits are discussed during supervision sessions between caseworkers and their supervisors. The Agency needs to improve on ensuring that medical and dental appointments are made in appropriate timeframes and that there is documentation of these appointments in the case files.

Clearfield County was picked as an "intervention" county in the mobile technology study and received seven lap tops. Staff who will be participating in the study have attended the training.

2-3g. Development Evaluation & Early Intervention Referral

- What steps are the county taking to address this mandate?

The Agency currently refers all children age three and under who have been identified as a victim of abuse for an Ages and Stages Screening through Early Intervention. The Agency has been inputting all data into the ASQ database. Families who are involved with Family Centers and Early Head Start are also assessed with the Ages and Stages tool.

The Agency has been selected to participate in Phase Three which involves the caretaker interviews.

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2-3h. CFSR Outcomes and Continuous Quality Improvement

- What steps will the county take to develop or enhance a continuous quality improvement process related to the CFSR outcomes and themes?

The Agency has developed an "Implementation Team" which consists of agency management staff, CWTP staff, SWAN staff, and the ABA to focus on improving the practice of the agency, especially to improve the timeliness in which in Clearfield County achieve permanency. CWTP is providing a Concurrent Planning Transfer of Learning Package. The ABA will work with the Agency and Court to determine barriers to timely permanency. The Agency has made family engagement a priority. Past practice in the agency was the caseworker developed the FSP and mailed it to the parents for signatures. Caseworkers are including parents in the development of FSP's. The Agency needs to improve on involving youth in their plans. Agency staff have had to complete only a couple Transition Plans, but the youth were involved in the development of both plans. Through the ICSP, the County was able to develop a Personal Support Coordinator to assist youth who are aging out of the system and who are involved in two or more systems. The Agency has made a referral for a youth who is in placement and is also involved with CYS, JPO and Drug and Alcohol. Assessments done by Agency staff are comprehensive and look at all aspects of the family, not just the reason for referral.

2-3i. Shared Case Responsibility

- What steps are the county taking to address this mandate?

An initial planning meeting between the CYS Director and JPO Supervisor has occurred. The next step in the plan is to meet with the President Judge. JPO already has access to the CAPS system and already does searches on their clients. CYS and JPO will attend all scheduled court hearings of children who are dually adjudicated.

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

- What steps are the county taking to address this mandate?

The GAL in the county has been the GAL for over ten years. He is assigned all children unless there is a conflict. Another GAL is assigned children when there is a conflict. The County will work with the Courts to send any new GAL's to trainings.

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

- What steps are the county taking to prepare to address this mandate?

The Agency has met with the IL provider and given them a copy of the Bulletin. The Bulletin has been distributed to Agency supervisors.

2-3l. Emergency and Disaster Planning

- What steps are the county taking to address this mandate?

The Agency is part of a county-wide disaster plan.

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

- What steps are the county taking to address this mandate?

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.

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- 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.

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.

The following are the outcomes/goals for TLFR in Clearfield County for SFY2008-2009 to SFY 2010-2011:

- The average length of time before reunification will be reduced
- The number of placement moves for children in foster care will be reduced
- The re-entry rate for children returning home will be reduced

There are no changes in the 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?

In FY 2009-10 there were 70 children served. Sixteen children were reunified to nine families in FY 2009-10.

- 3) What services and activities do you plan for SFY 2011-2012?

FGDM has been selected as the service that has been utilized in TLFR. The Agency has also worked with the service provider to develop a supervised visitation program that will provide parent training. The Agency believes that this will assist in reducing the time between removal and reunification, especially for children ages 0-5.

- 4) What changes, if any, will you be making to the program at the conclusion of the grant funding?

The Agency will continue to make referrals for FGDM and look to contract with service providers to provide the supervised visitation/parent education service.

- 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.

Yes. Training of the Administrative staff regarding budget management. Staff will attend a 1-day budget management workshop in August and a 3-day grants workshop in September. A spending plan will be in place upon approval of the 2010-11 TLFR budget.

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Section 3: General Indicators

3-1: County Information/Background

□ Population and poverty trends

According to the U.S. Census Bureau website the estimated population for Clearfield County in 2009 is 82,324. This is an estimated decrease of about 1,000 people since 2000. The website also stated that in 2008 19.2% of the population in Clearfield County was under age 18. In 2008, 16% of the population in Clearfield County lived under the poverty rate. The state rate in 2008 was 12.1%. The county may have seen an increase in the number of people living under the poverty as the unemployment rate in the county continues to remain high. According to data received from the local County Assistance Office, the state's unemployment rate in May of 2010 was 9.1% and was 10.8% in Clearfield County. There were 12 other counties in the Commonwealth of Pennsylvania with equal or slightly higher unemployment rates. The percentage of people eligible for MA benefits is also higher in Clearfield than the state percentage. According to the numbers received by the local County Assistance Office, 22.3% of the population in Clearfield County is eligible for MA benefits compared to 17.4% of the state's population is eligible for MA benefits. Only six other counties in the Commonwealth have an equal or higher percentage of their population eligible for MA benefits. Pennsylvania and the rest of the nation were affected by a recession, but Clearfield County seems to continue to have an even poorer economic climate. The county will be affected by Marcellus Shale drilling, but the impact, positive and negative, are yet to be seen.

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

The annual licensing review was on June 9-11 of 2010. The overall results of the review were positive. The Department noted positive improvements in the intake department with assessments being done timely and cases needing to be opened for services being done more quickly than in the past. It was also noted that the Agency is also screening appropriate cases. The Agency also noted positive improvements in family engagement and work being done to achieve permanency.

A concern noted by the Department was a need for improving the orientation process for resource families. The Agency has collaborated with CWTP and has developed a pilot training for resource families. It will be offered in September 2010 and in the evening in October of 2010. The CWTP will be a part of the training to offer TA support. The Agency also needs to

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ensure that medical and dental appointments are being made in a timely manner for children in care, especially in our own resource families homes.

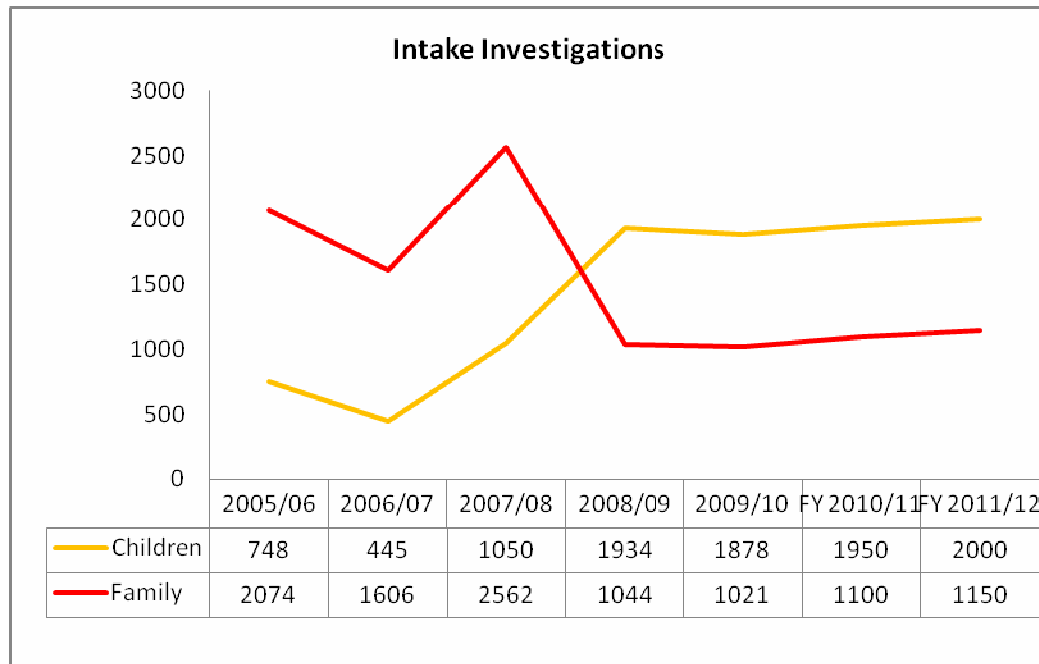
Other Changes or Important Trends

There are no other changes or important trends that need to be noted at this time.

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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.



From FY2008/09 to FY 2009/10, referrals to the Agency increased, but due to a change in philosophy about screening calls, the number of investigations remained nearly the same. The

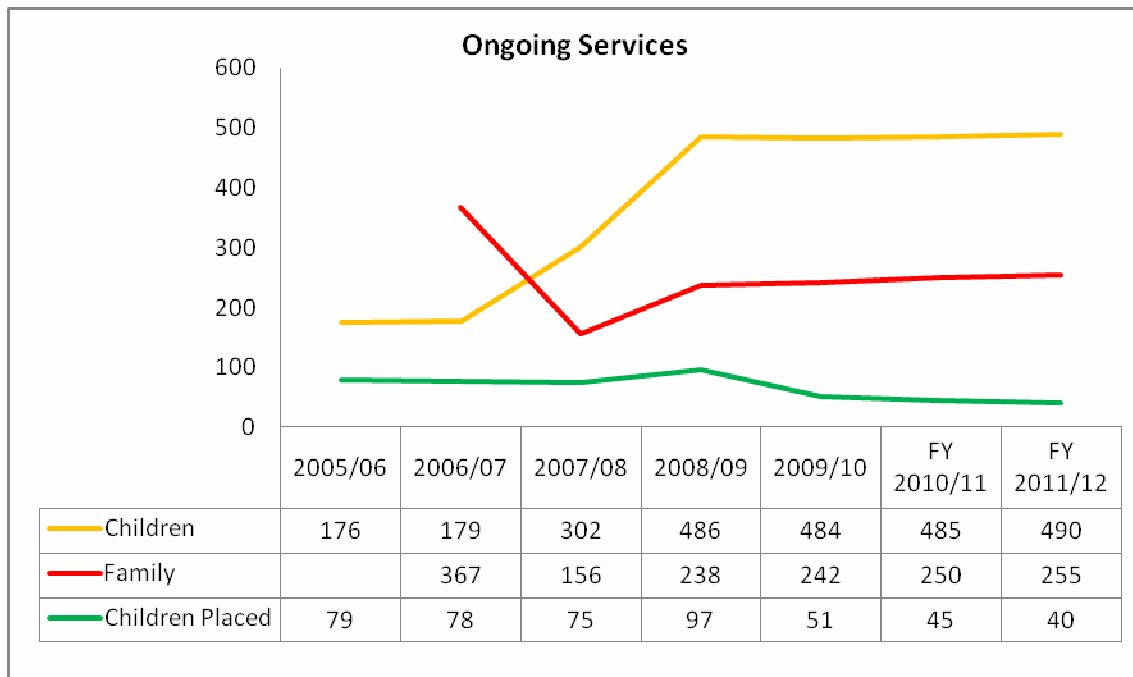
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Agency saw a decrease of 10 CPS investigations and a decrease of about 20 truancy referrals. Referrals for mental health issues, drug and alcohol issues, and incorrigible teens did increase.

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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.

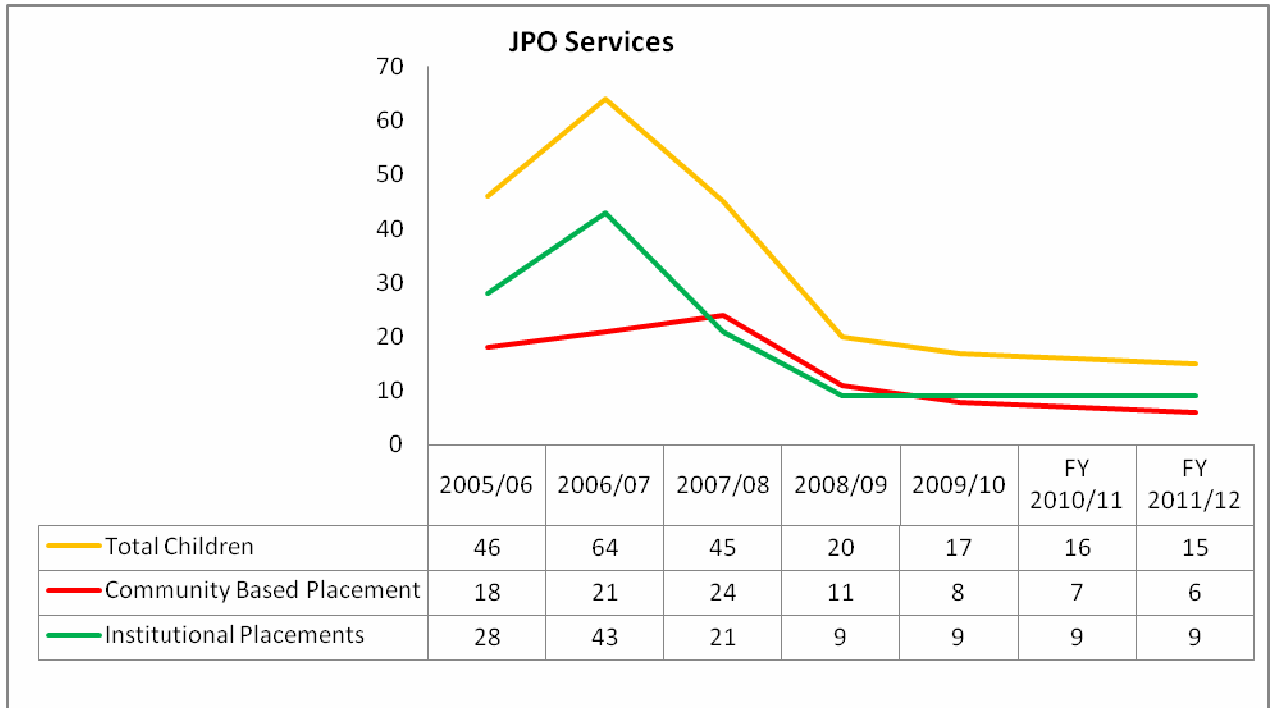


Cases being opened for service in the Agency remained consistent from FY 2008/09 to FY 2009/10. The important trend is that the number of children placed decreased by almost 50%. The Agency has decreased the amount of emergency placements significantly by exploring other options for the family as well as utilizing in-home services to prevent placement.

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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.

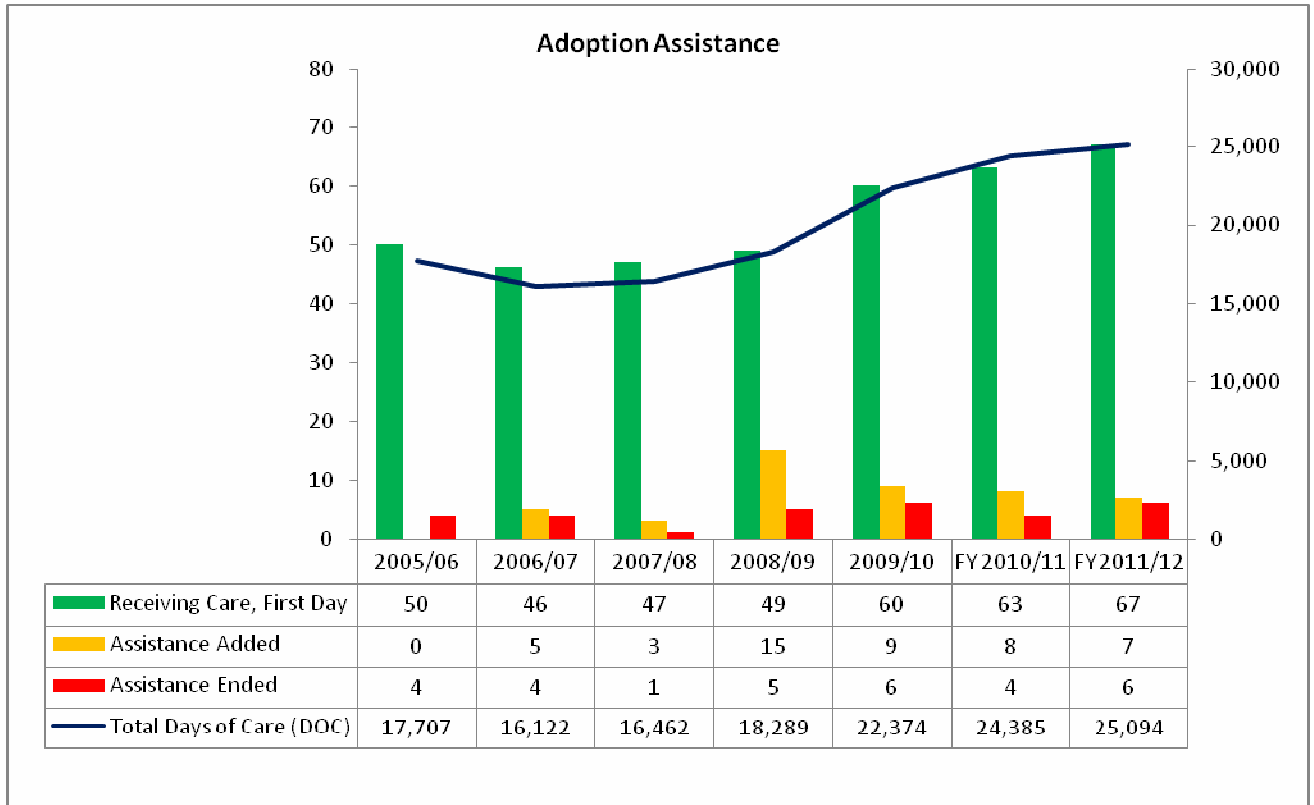


The JPO department continues to keep placements down. The top four charges that the JPO see are Burglary, Theft, Possession of marijuana, and Simple Assault. They have not seen an increase in violent crime. JPO uses a GPS home monitoring system as an alternative to out of home placement. Delinquents who are on home monitoring are also required to participate with in-home services such as FFT or the Delinquency Prevention Program. The JPO officers also make referrals to Family Stabilization, which is an intensive Family Based Program, if they feel that the youth has mental health issues that are driving the delinquent behaviors.

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.

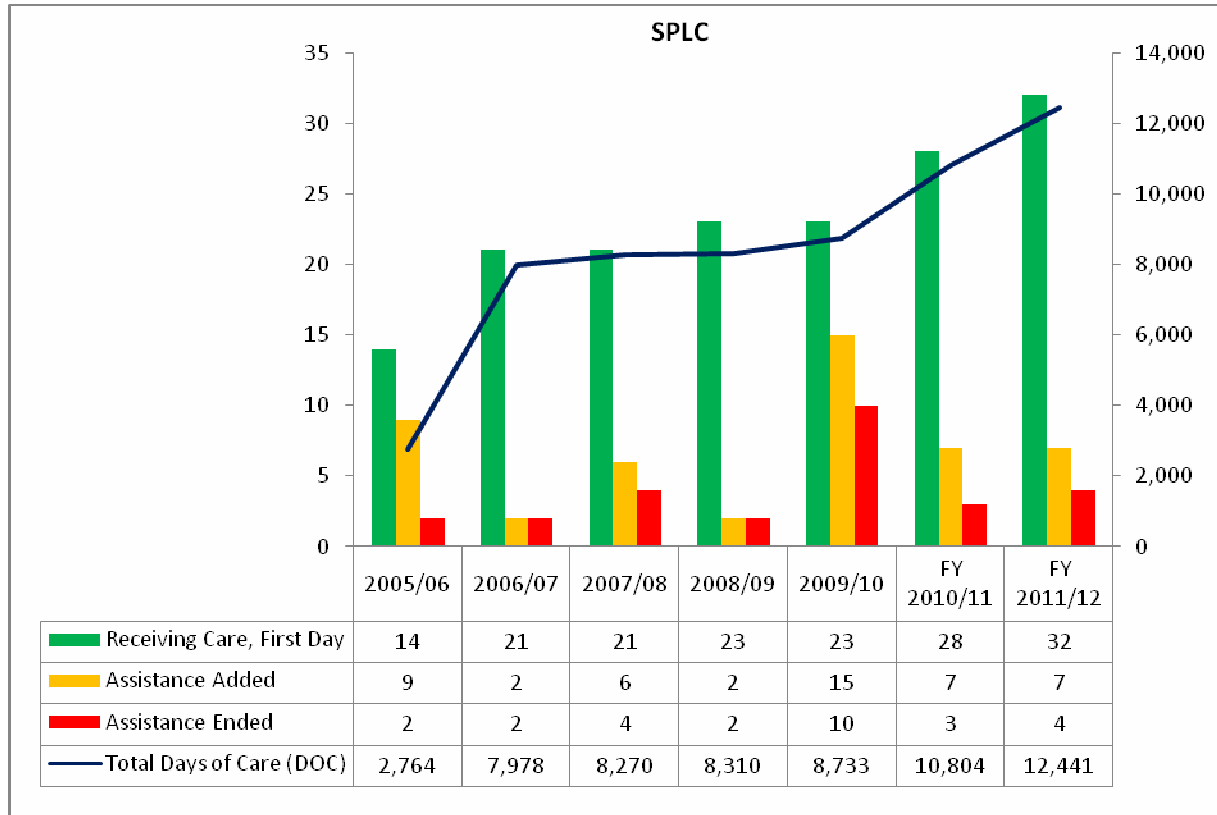
Chart 4: Adoption Assistance



The Agency has continued to focus efforts on finding permanency for children, especially for the children who have been in care for over 24 months. The Agency was able to increase its SWAN budget as well as utilize a LSI paralegal to assist the agency in moving forward in TPR and finalization. The Agency is working with ABA and hopes to improve the timeliness of adoptions in the agency. The Agency has finalized six adoptions so far in FY 2010-11.

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.

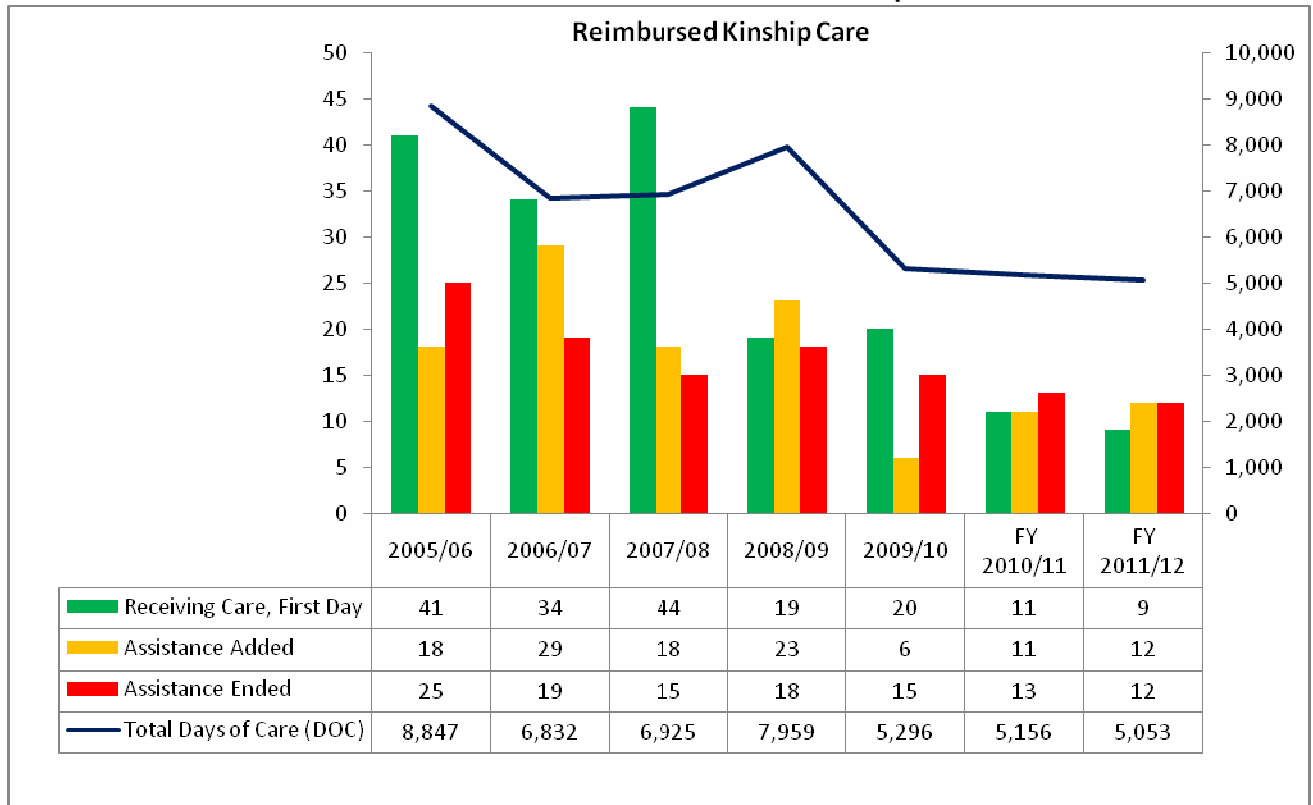


The Agency has explored SPLC as an option to permanency for children when adoption is not an appropriate goal. The Agency had its largest increase in SPLC in FY 2009/10. There were a number of children who had been in care for several years and in the same home, but adoption was not an option. The Agency worked with its new solicitor to move towards SPLC as a permanency goal for these children.

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

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

Chart 6: Reimbursed Kinship Care

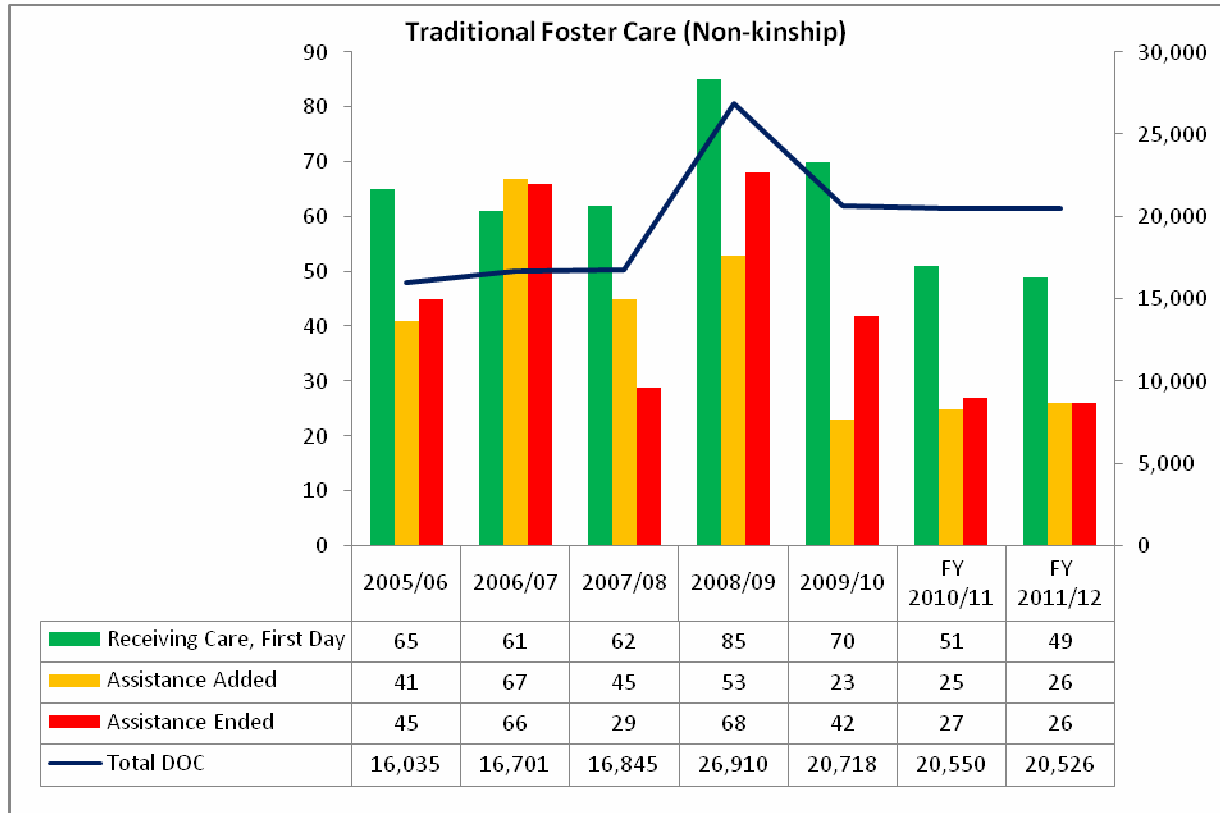


The Agency saw a significant decrease in the number of Assistance Added for kinship care. I believe this is due to the overall decrease in the number of children being placed. When a child is placed in out of home care kinship placement is still the priority. Kinship Notification forms are being sent out when a child is placed in out of home care to explore options for kinship care.

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

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

Chart 7: Traditional Foster Care

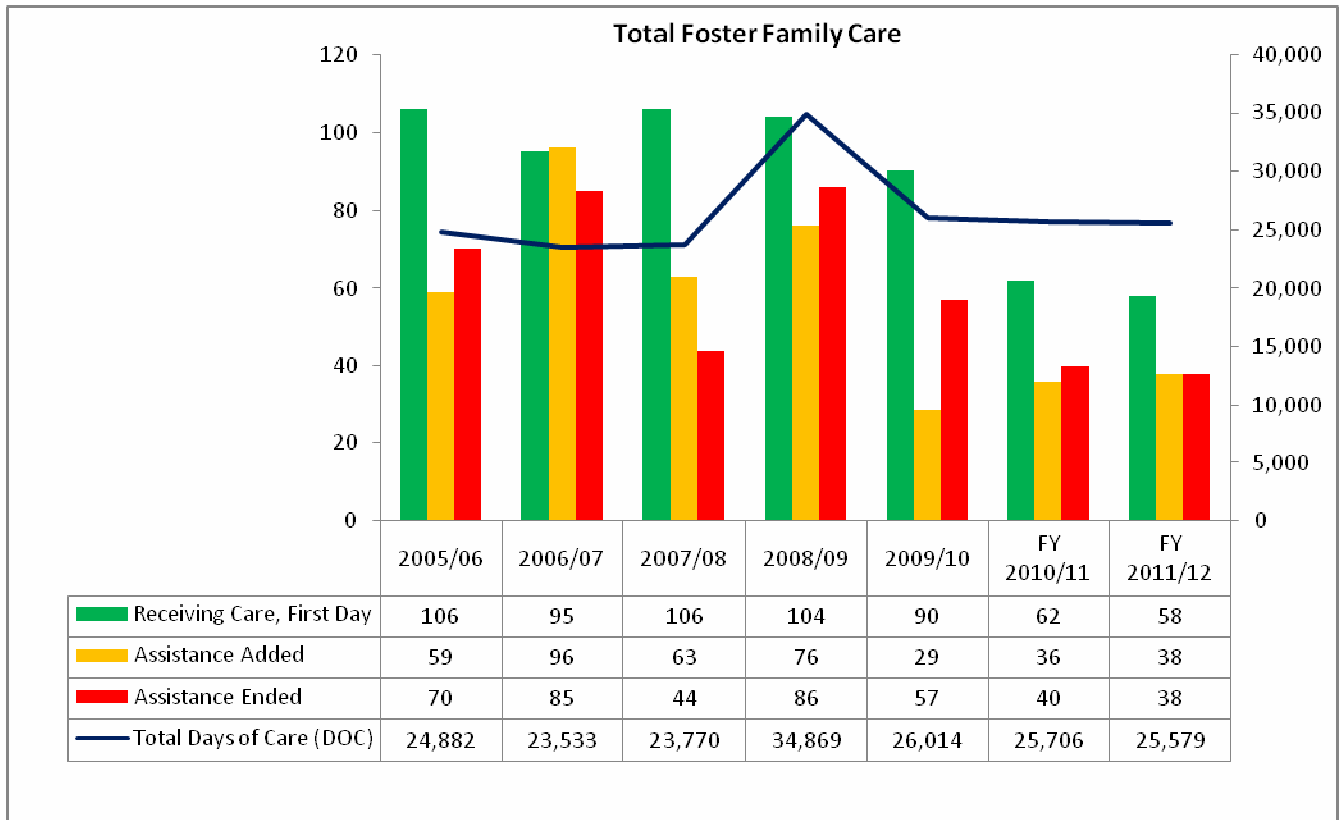


The Agency saw a decrease of about 50% in the number of assistance added for Traditional Foster care. This trend can be attributed to the decrease in the number of children being placed as well as the increase in SPLC and the adoptions that occurred in FY 2009/10.

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

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

Chart 8: Total Foster Family Care

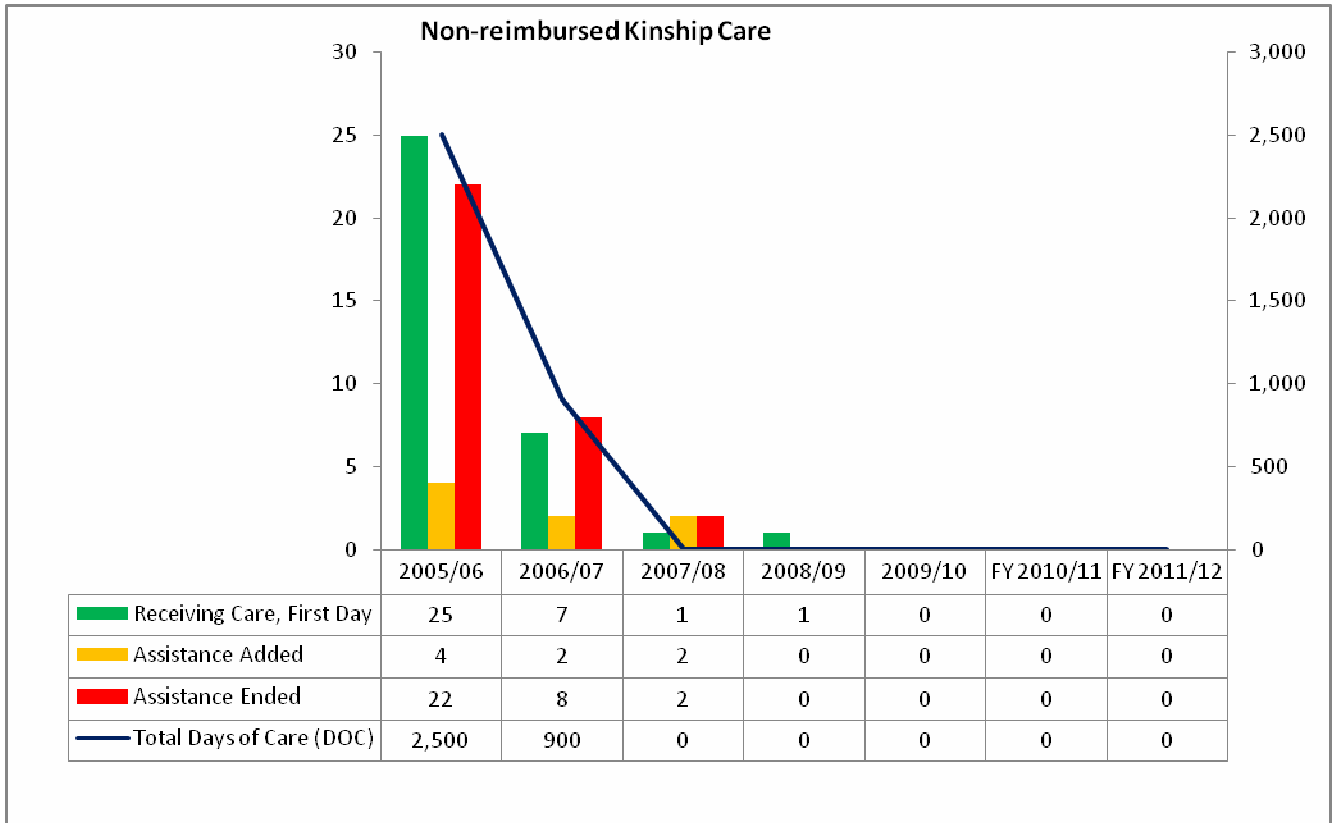


The overall Days of Care in Total Foster Family Care has decreased by about 8,500 days from FY 2008/09 to FY 2009/10. Through the use of in-home services and family engagement strategies, the number of children entering Foster Family Care was decreased by about 60% from FY 2008/09 to FY 2009/10. Fifteen children left Foster Family Care to SPLC and nine left after being adopted, which also helped decrease the overall Days of Care.

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

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

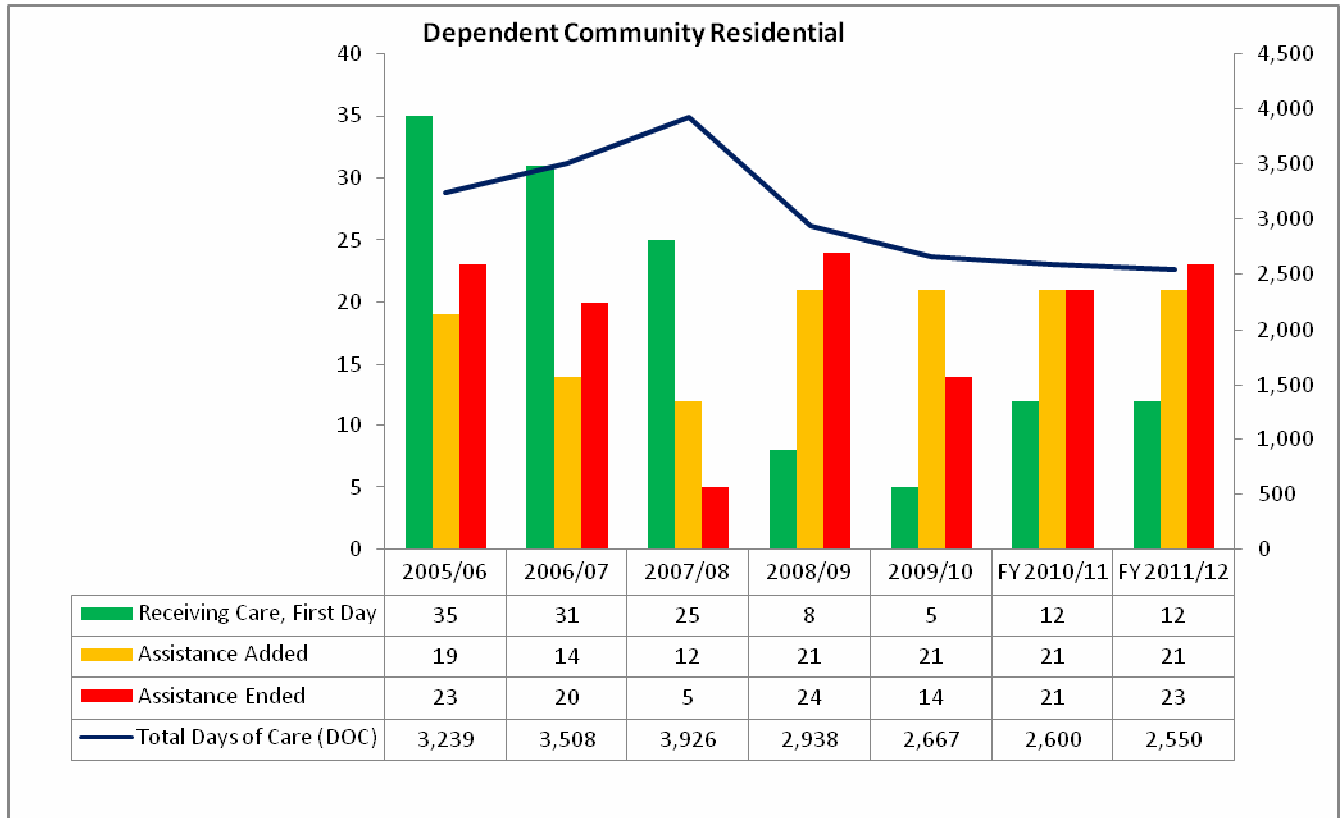
Chart 9: Non-reimbursed Kinship Care



The Agency does not typically have kinship homes that do not require a subsidy to care for the child(ren) in their care. A subsidy is offered to all potential kinship providers.

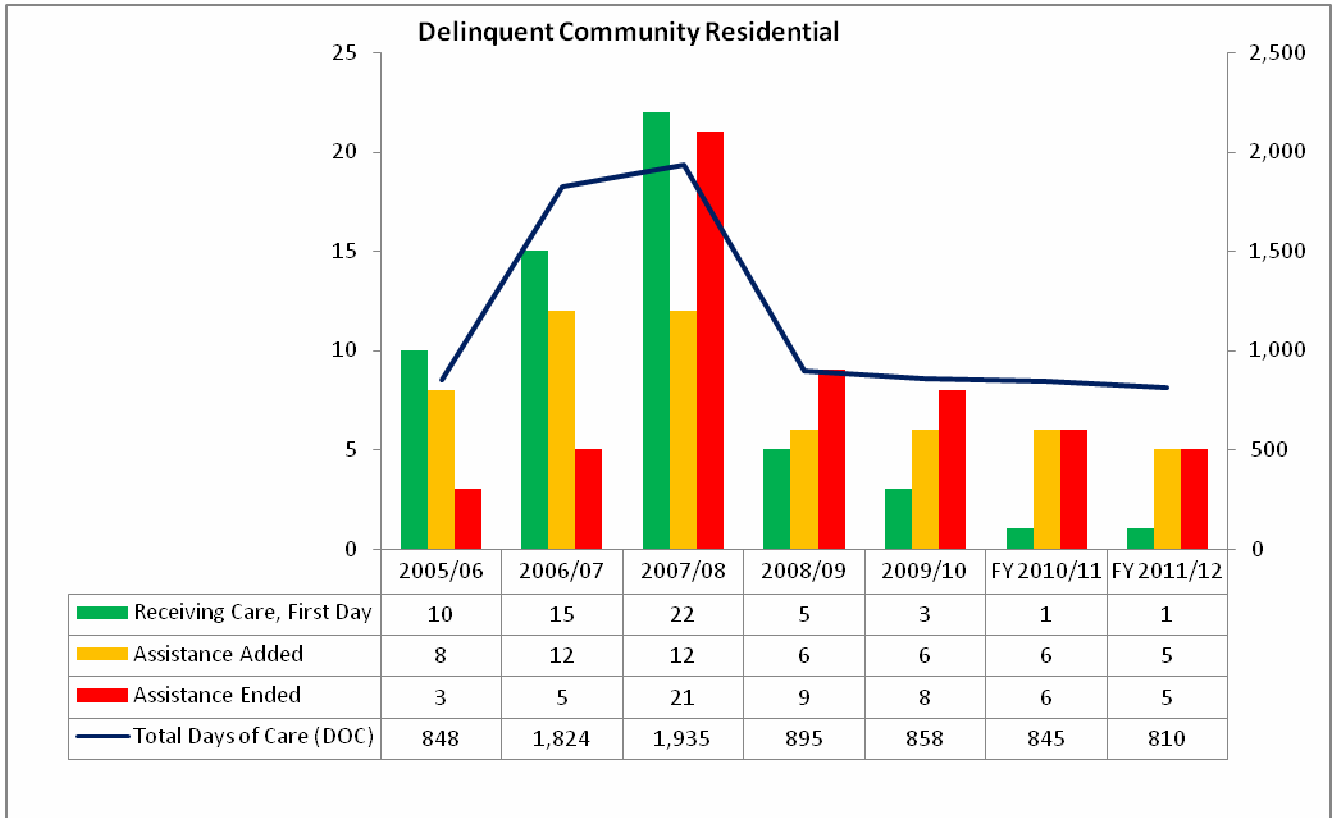
3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



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

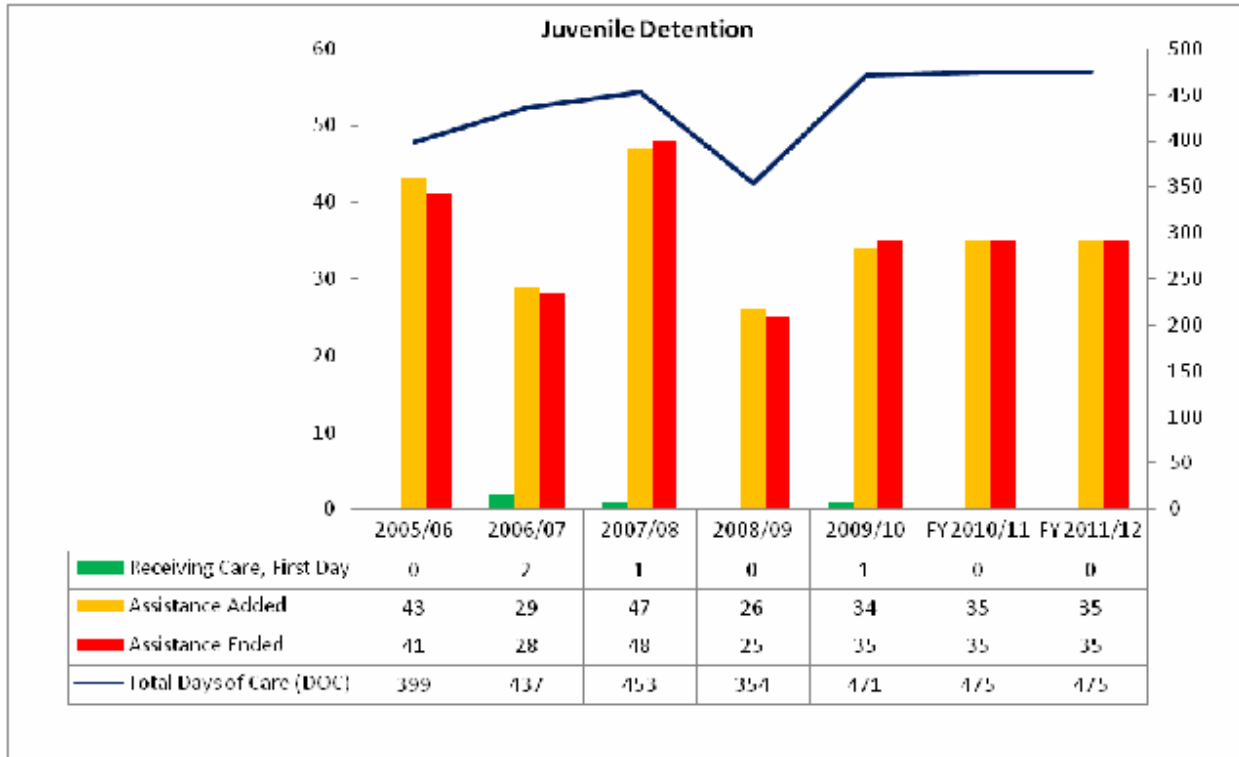
- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



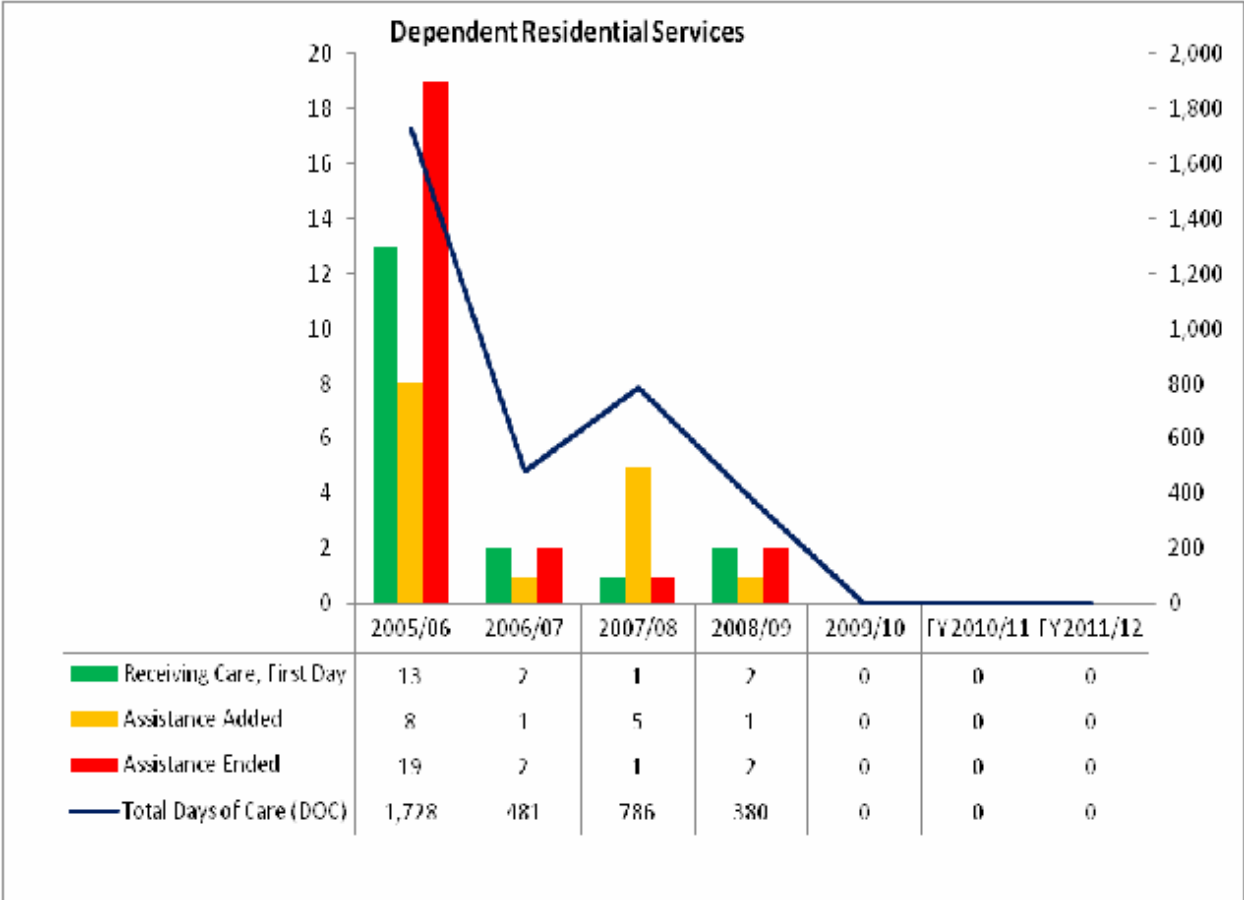
The number of Delinquent Community Residential Placements decreased sharply from FY2007-08 to FY2008-09 and has remained constant. The JPO department utilized home monitoring and in-home services to prevent placements.

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

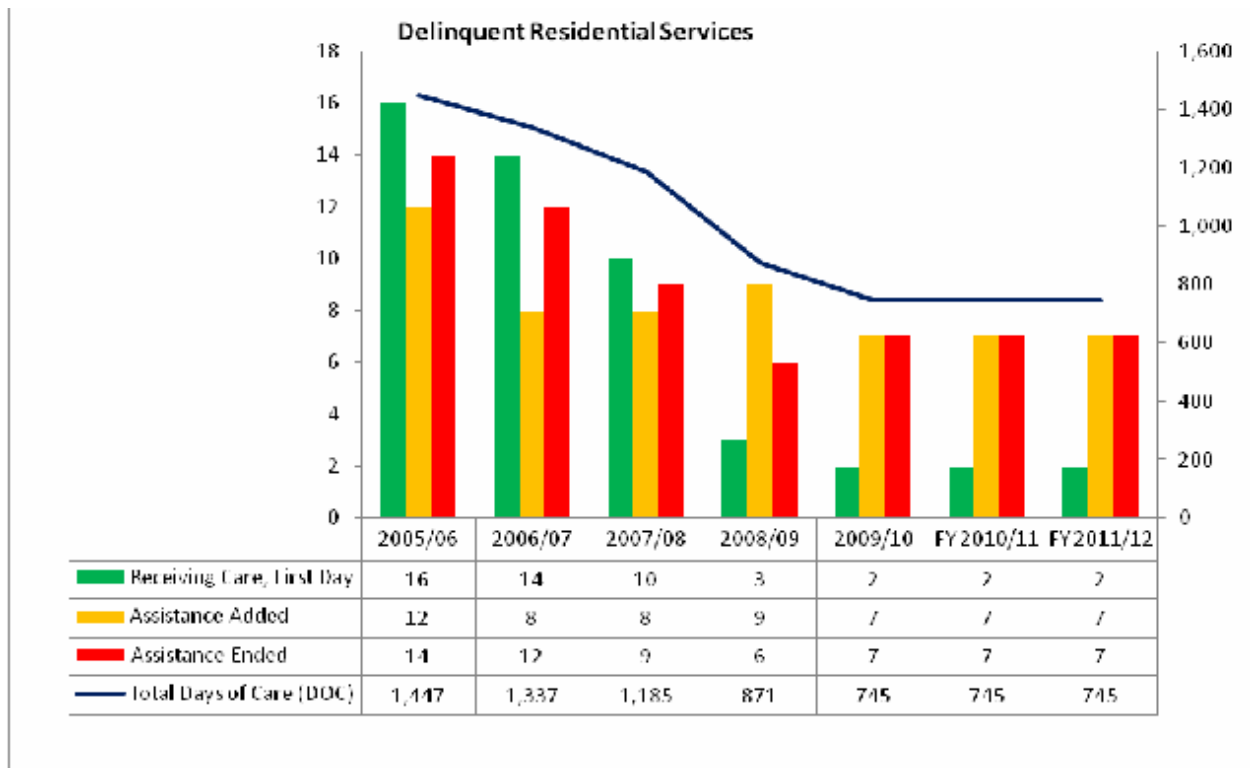
- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.
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Clearfield County is a part owner of Centre County Youth Service Bureau, a five county owned detention center. The cost to the county is a fixed cost. The detention center is not used as a sanction, but usually a short stay between court hearings. The delinquent youth are then typically sent home on home monitoring and referred to an in-home service. The Days of Care will depend on how many youth are charged for crimes and brought before the Judge.



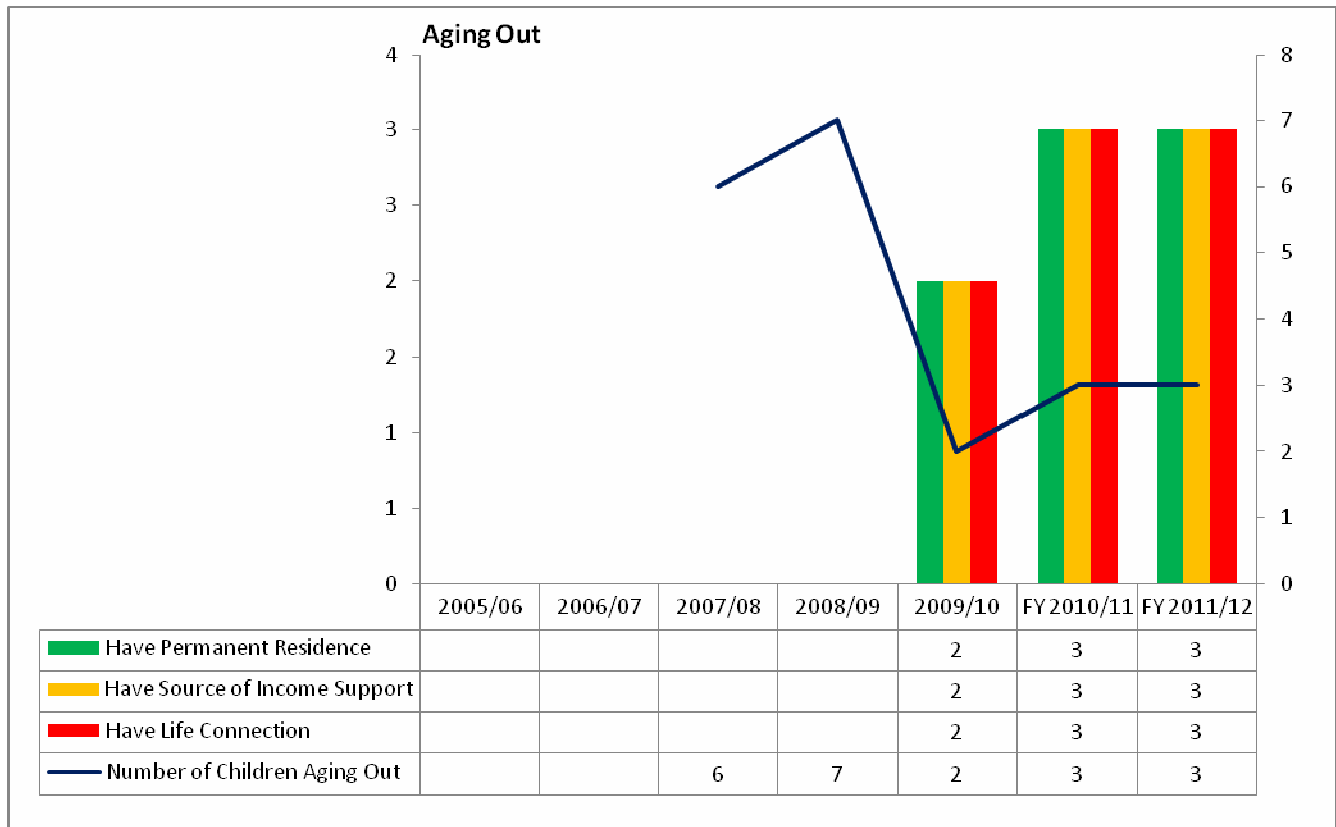
The Agency has not referred a client to a residential facility and does not plan for a referral in the near future.



The number of Delinquent Residential Placements has decreased over the past five years and has started to remain constant. The JPO department utilized home monitoring and in-home services to prevent placements. When there is a need for a residential placement JPO typically will send the delinquent to Abraxas or Northwestern. These facilities are used to address drug and alcohol abuse and improve accountability through the BARJ Principles. Residents are also able to complete community service hours at these facilities.

3-2e. Aging Out

- Insert the Aging Out Chart (Chart 14). If the county does not have sufficient data to analyze trends, describe how the county plans to track this data in the future.



Each supervisor is required to track children who age out of the system and whether or not the youth has a permanent home, source of income, and a life connection. These areas will also be addressed when the Transition Plans are written.

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:			17		Class		6	
Clearfield County								
3-2a. Service Trends								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected		2005-09
						FY 2010/11	FY 2011/12	% Change
Intake Investigations								
Children	748	445	1050	1934	1878	1950	2000	151.1%
Family	2074	1606	2562	1044	1021	1100	1150	-50.8%
Ongoing Services								
Children	176	179	302	486	484	485	490	175.0%
Family		367	156	238	242	250	255	#DIV/0!
Children Placed	79	78	75	97	51	45	40	-35.4%
JPO Services								
Total Children	46	64	45	20	17	16	15	-63.0%
Community Based Placement	18	21	24	11	8	7	6	-55.6%
Institutional Placements	28	43	21	9	9	9	9	-67.9%
3-2b. Adoption Assistance								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected		2005-09
						FY 2010/11	FY 2011/12	% Change
Adoption Assistance								
Receiving Care, First Day	50	46	47	49	60	63	67	20.0%
Assistance Added	0	5	3	15	9	8	7	#DIV/0!
Assistance Ended	4	4	1	5	6	4	6	50.0%
Total Days of Care (DOC)	17,707	16,122	16,462	18,289	22,374	24,385	25,094	26.4%
3-2c. SPLC								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected		2005-09
						FY 2010/11	FY 2011/12	% Change
Subsidized Permanent Legal Custodianship								
Receiving Care, First Day	14	21	21	23	23	28	32	64.3%
Assistance Added	9	2	6	2	15	7	7	66.7%
Assistance Ended	2	2	4	2	10	3	4	400.0%
Total Days of Care (DOC)	2,764	7,978	8,270	8,310	8,733	10,804	12,441	216.0%

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	65	61	62	85	70	51	49	7.7%
Assistance Added	41	67	45	53	23	25	26	-43.9%
Assistance Ended	45	66	29	68	42	27	26	-6.7%
Total DOC	16,035	16,701	16,845	26,910	20,718	20,550	20,526	29.2%
Reimbursed Kinship Care								
Receiving Care, First Day	41	34	44	19	20	11	9	-51.2%
Assistance Added	18	29	18	23	6	11	12	-66.7%
Assistance Ended	25	19	15	18	15	13	12	-40.0%
Total Days of Care (DOC)	8,847	6,832	6,925	7,959	5,296	5,156	5,053	-40.1%
Foster Family Care (Total of 2 above)								
Receiving Care, First Day	106	95	106	104	90	62	58	-15.1%
Assistance Added	59	96	63	76	29	36	38	-50.8%
Assistance Ended	70	85	44	86	57	40	38	-18.6%
Total Days of Care (DOC)	24,882	23,533	23,770	34,869	26,014	25,706	25,579	4.5%
Non-reimbursed Kinship Care								
Receiving Care, First Day	25	7	1	1	0	0	0	-100.0%
Assistance Added	4	2	2	0	0	0	0	-100.0%
Assistance Ended	22	8	2	0	0	0	0	-100.0%
Total Days of Care (DOC)	2,500	900	0	0	0	0	0	-100.0%
Dependent Community Residential								
Receiving Care, First Day	35	31	25	8	5	12	12	-85.7%
Assistance Added	19	14	12	21	21	21	21	10.5%
Assistance Ended	23	20	5	24	14	21	23	-39.1%
Total Days of Care (DOC)	3,239	3,508	3,926	2,938	2,667	2,600	2,550	-17.7%
Delinquent Community Residential								
Receiving Care, First Day	10	15	22	5	3	1	1	-70.0%
Assistance Added	8	12	12	6	6	6	5	-25.0%
Assistance Ended	3	5	21	9	8	6	5	166.7%
Total Days of Care (DOC)	848	1,824	1,935	895	858	845	810	1.2%
Juvenile Detention								
Receiving Care, First Day	0	2	1	0	1	0	0	#DIV/0!
Assistance Added	43	29	47	26	34	35	35	-20.9%
Assistance Ended	41	28	48	25	35	35	35	-14.6%
Total Days of Care (DOC)	399	437	453	354	471	475	475	18.0%
Dependent Residential Services								
Receiving Care, First Day	13	2	1	2	0	0	0	-100.0%
Assistance Added	8	1	5	1	0	0	0	-100.0%
Assistance Ended	19	2	1	2	0	0	0	-100.0%
Total Days of Care (DOC)	1,728	481	786	380	0	0	0	-100.0%
Delinquent Residential Services								
Receiving Care, First Day	16	14	10	3	2	2	2	-87.5%
Assistance Added	12	8	8	9	7	7	7	-41.7%
Assistance Ended	14	12	9	6	7	7	7	-50.0%
Total Days of Care (DOC)	1,447	1,337	1,185	871	745	745	745	-48.5%
3-2e. Aging Out 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
Aging Out								
Number of Children Aging Out			6	7	2	3	3	#DIV/0!
Have Permanent Residence					2	3	3	#DIV/0!
Have Source of Income Support					2	3	3	#DIV/0!
Have Life Connection					2	3	3	#DIV/0!

Section 4: County Programs & Services

➤ 4-1: Children/Families not Accepted for Service

- How does the county determine a child/family is not accepted for service?

The first issue that is considered in an assessment is the safety of the child(ren) involved. If the results of the Safety Assessment shows that the child(ren) can be safely maintained in the home and the family is not in need of services to prevent abuse and neglect or help with issues that may lead to dependency, the family is not accepted for services. The families need for and involvement in community services is also considered. If the families needs can be meet through community services the agency will assist in linking the family with appropriate 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.

The Agency is not seeking funding for new programs or enhancement of any existing program.

- ❑ 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.

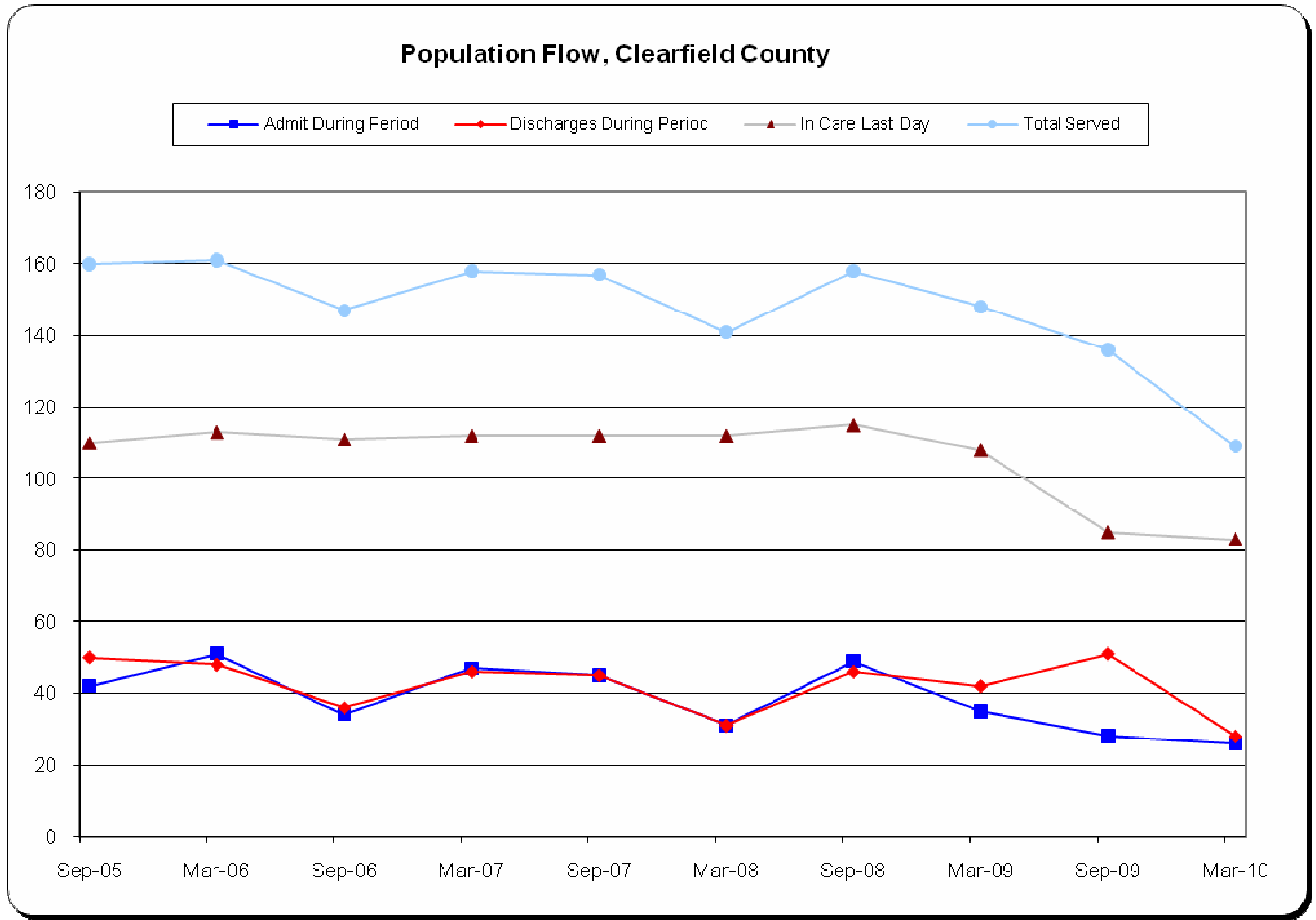
- ❑ For enhanced programs, describe how the program is effective.

- ❑ 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.

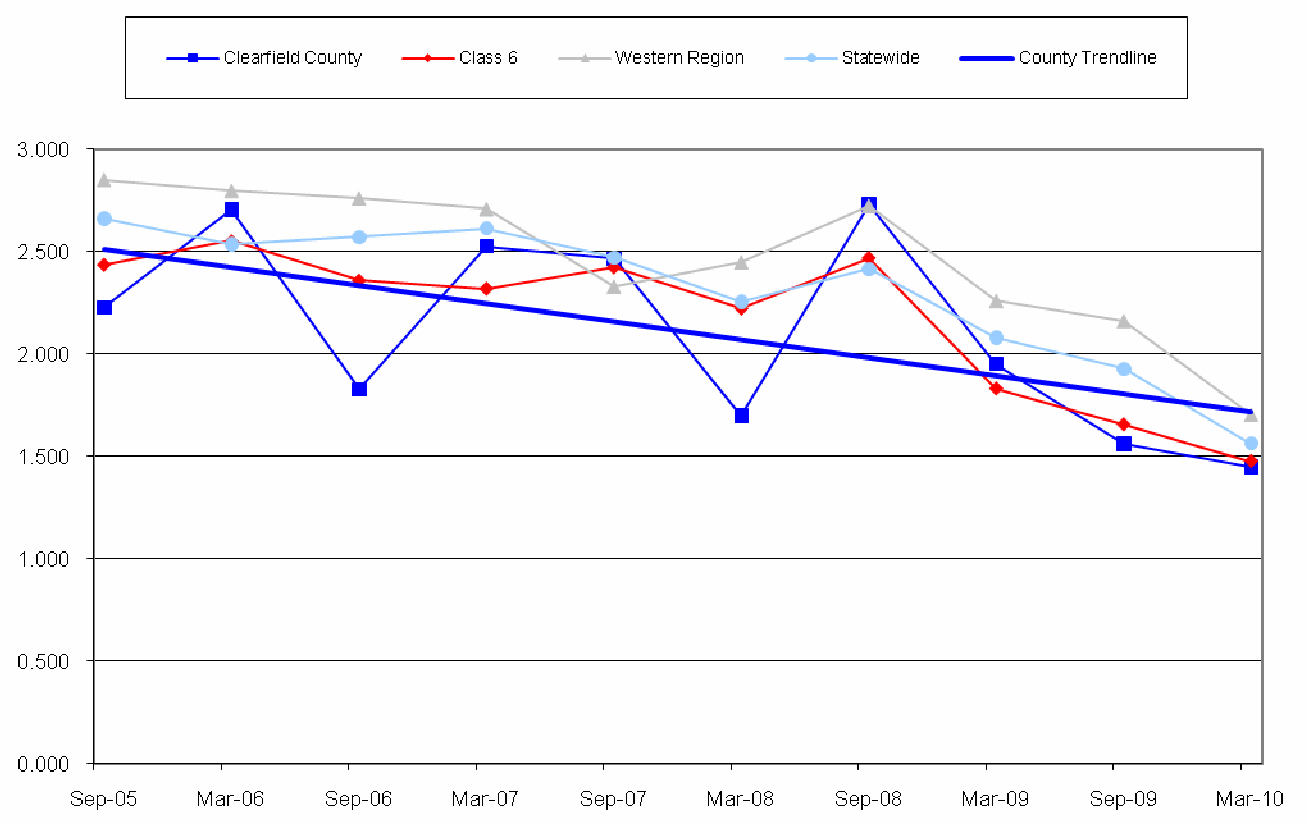
Section 5: Outcome Indicators

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

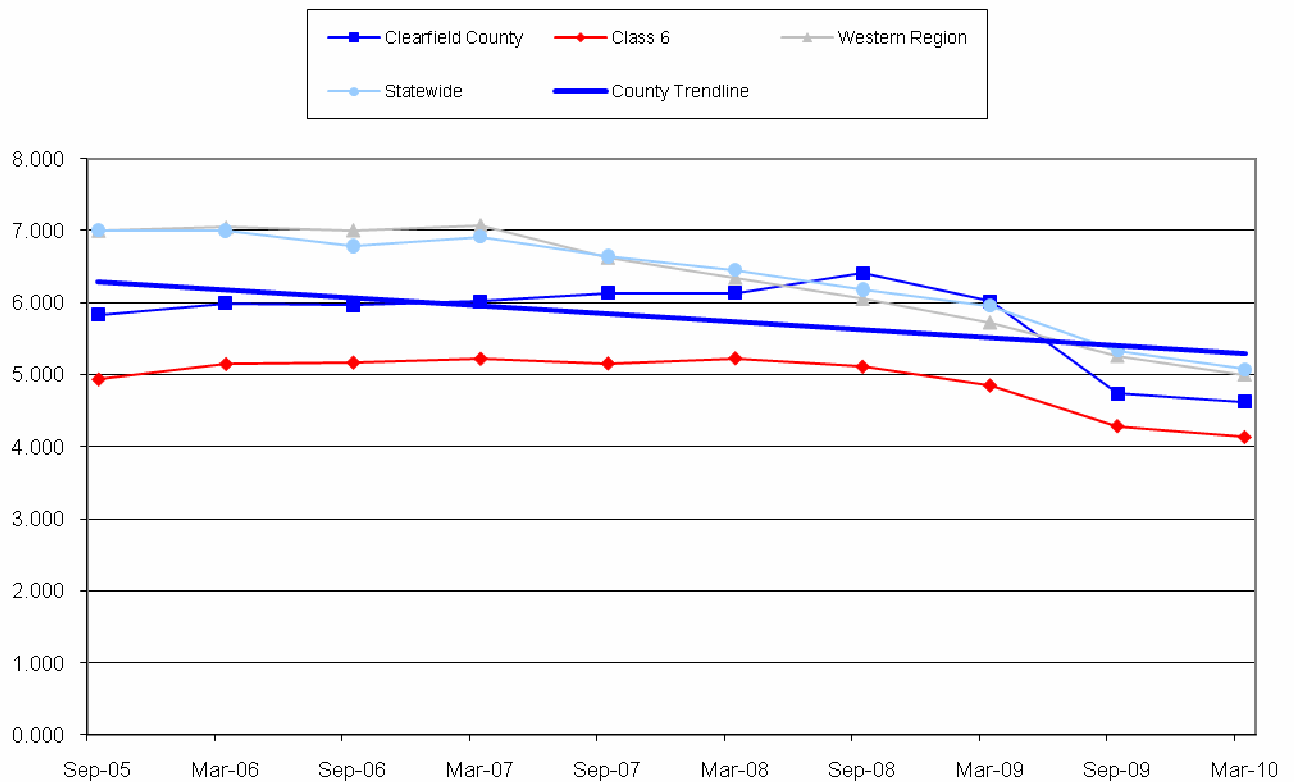
On the following pages, paste up to three charts from the HZA data. Each chart should be pasted on a separate page.



Admissions per 1,000 Child Population, Clearfield County



In Care Last Day per 1,000 Child Population, Clearfield County



- ❑ 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?

The overall trend in Clearfield County, Class 6 counties, and in the state is a decrease in the number of children being served.

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

I do not believe that there are any demographic factors that have contributed to this change. I believe that the decrease is due to a change in agency practice. The Agency is more appropriately screening and assessing referrals. The Agency is utilizing the Safety

Assessment and only placing children when there are safety threats that can not be mitigated through an appropriate safety plan. In the past many children were put into placement on an emergency basis when there may not have been any immediate safety threats.

- ❑ 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 Agency has decreased the amount of children entering out of home care by focusing on safety rather than risk when a decision for placement is being made. As long as the child(ren) can be maintained safely in the home, the Agency is utilizing in-home services and other least restrictive measures before utilizing out of home placement. The Agency has also utilized reunification services to assist in safely returning children to their homes in a more timely manner. The Agency has also focused on finding permanency for a large number of children who have been in care for 24 + months. There was an increase in the number of children in SPLC over the past year. The Agency has also worked to terminate parental rights and finalize adoptions of numerous children in care.

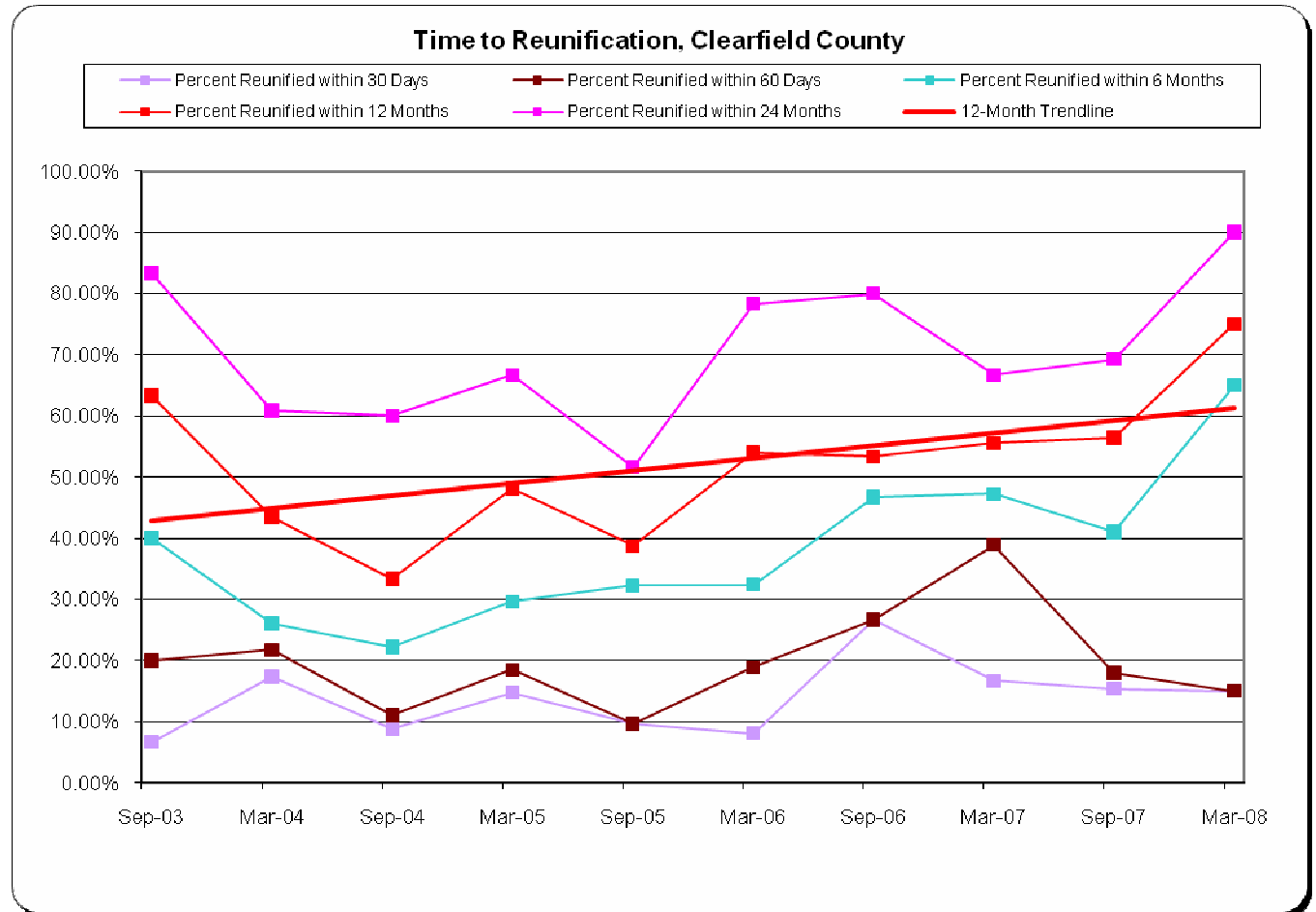
- ❑ Are there any demographic shifts which impact the proportions of children in care (for example, are younger children making up a larger proportion of admissions than in years past)?

There are no clear demographic shifts that have impacted the proportions of children in placement. The data shows a close number of children under the age of three entering care for abuse or neglect and the number of teenagers entering care for incorrigible behaviors.

- ❑ 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?

The county has not made any adjustments with staff ratios at this time. With the continuous vacancies in the caseworker compliment it has been difficult to make any adjustments between numbers of intake and ongoing staff. The Agency has spent more money paying for in-home services to prevent placement as well as to decrease the number of days of care once a child is placed.

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



- 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 county's performance has improved in each measure except reunification in 60 days. It is difficult to explain these trends as they are until March of 2008 and I was not the Administrator until March of 2009.

- 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?

The Agency is working to improve practice so that children that can be reunified safely in 12 months are returned home. The utilization of in-home services and improving visitation plans will assist children in being returned more timely. Children who are not able to be returned in 12 months are being considered for SPLC or adoption.

- 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 Agency is currently focusing on improving visitation schedules and services to assist in the earlier reunification of younger children to their parents. Current reunification rates may happen quicker for teenagers who are placed because the Agency has placed the majority of incorrigible teenagers on a 30 day Voluntary Agreement in an attempt to place appropriate services in the home and return them to their parents.

- ❑ How does the county's data compare to other counties of the same county class size? To the statewide data?

In March of 2008 Clearfield County had a slightly lower rate of reunification at 30 days and 60 days than other class 6 counties, the western region, and the state. Clearfield County had a much higher percentage of reunification at 6 months, 12 months, and 24 months than other class 6 counties, the western region, and the state.

- ❑ 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?

I was not at the Agency at that time so it is difficult to contribute any factors to these results.

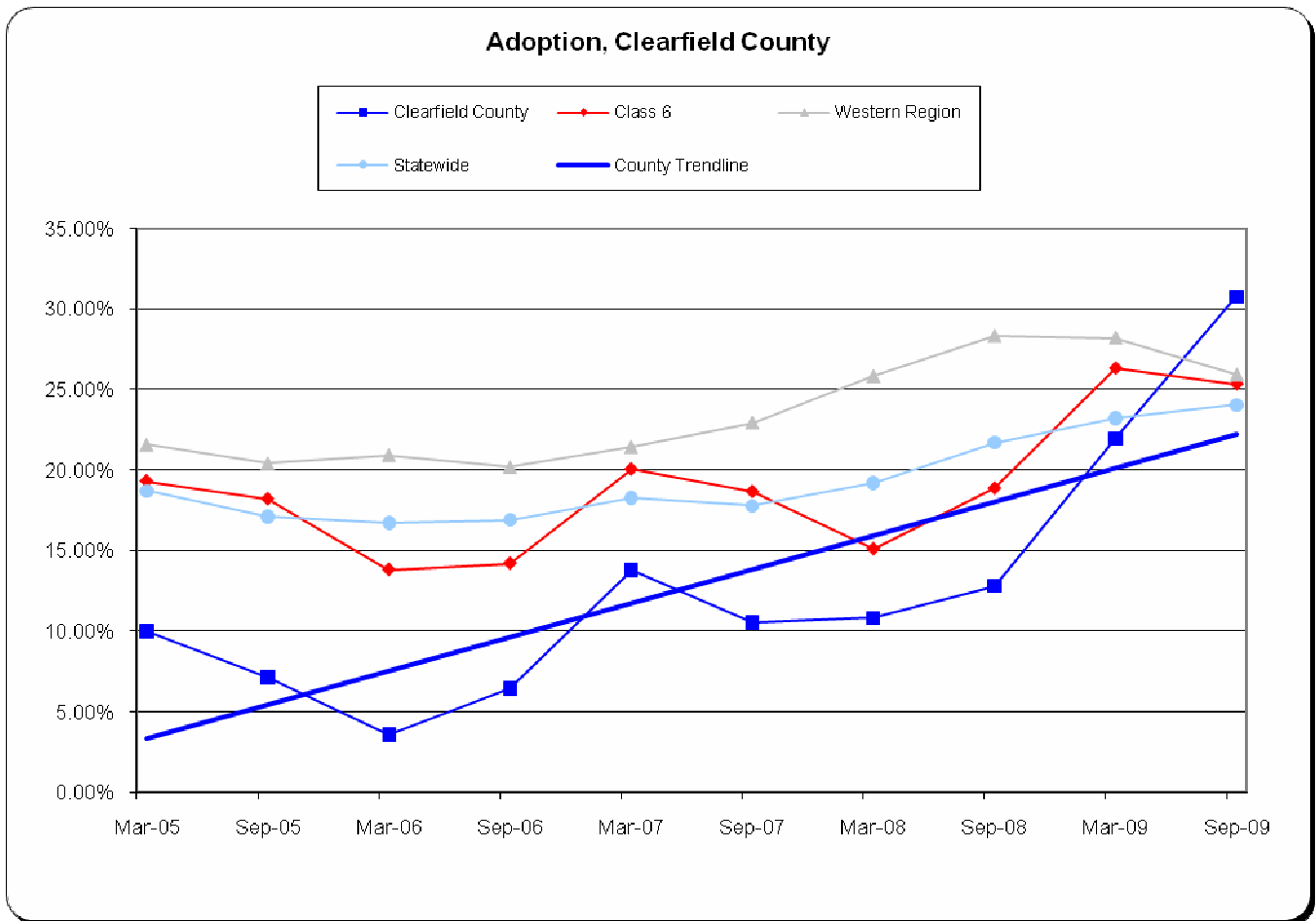
Or

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?

- ❑ Are there certain populations which are disproportionately represented in this measure? What actions is the county taking to address that population's needs?

There are no populations disproportionately represented in this measure.

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



- 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 county's practice has significantly improved in this measure over time. The Agency has made finalizing adoptions in a timely manner a high priority. The Agency surprisingly had a high number of parents voluntarily relinquish their rights, which helped increase the number of adoptions being finalized by the agency. The Agency has focused the time and energy of its paralegal to TPR cases in an attempt to speed them along to finalization. The Agency is currently working with CWTP, SWAN, and the ABA to improve the timeliness of permanency for children in out of home care. The Agency is currently involved in a Transfer of learning package for Concurrent Planning that is offered through CWTP. The Agency hopes to decrease the amount of children that are in care past 24 months.

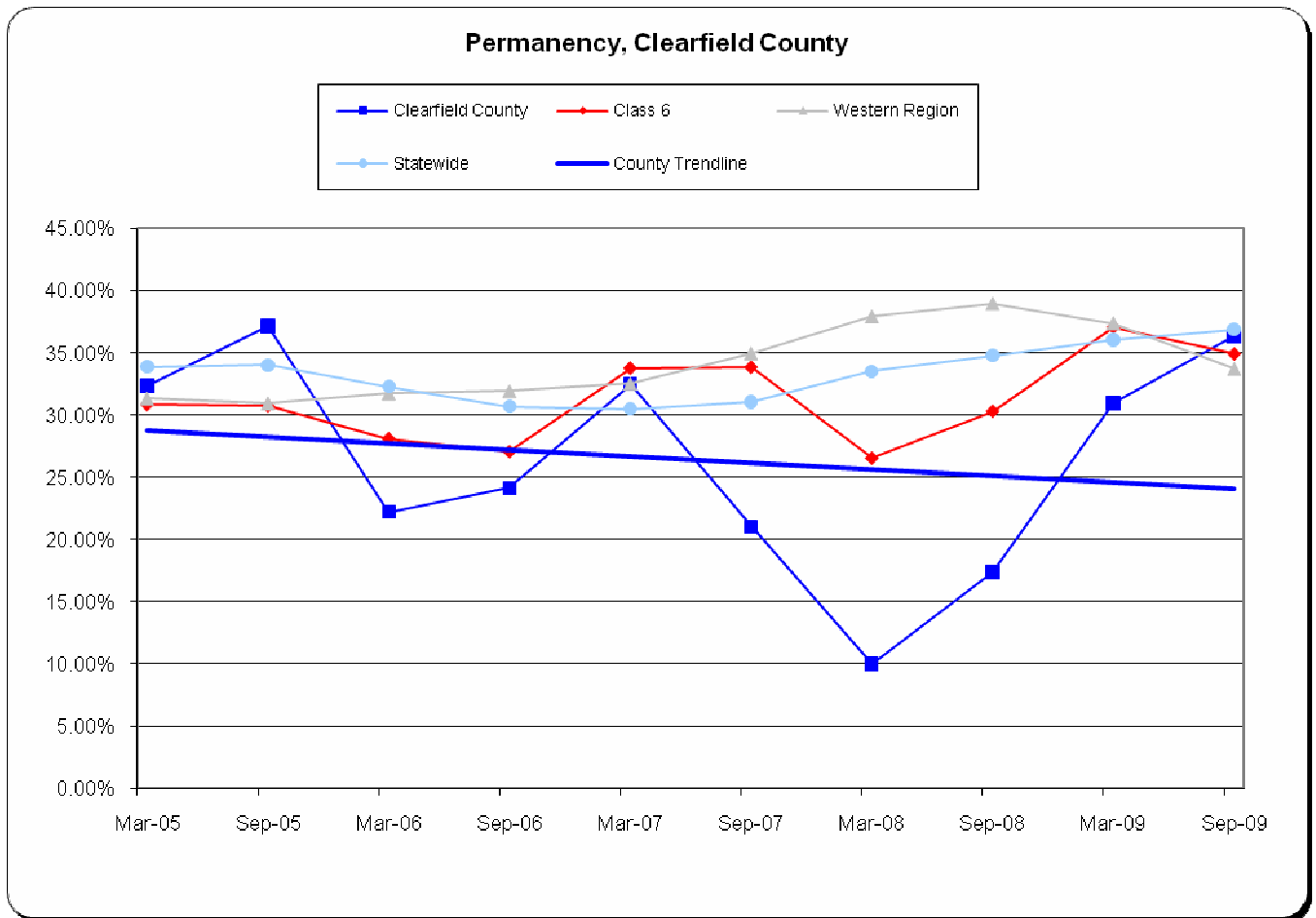
- Do current policies of the agency or courts serve affect the timeliness of adoptions? Do the delays tend to occur between removal and TPR, between TPR and pre-adoptive placement, or between pre-adoptive placement and finalization?

The Agency seems to be able to change the goal to adoption in a timely manner, but after the goal is changed there is lag until TPR. Once TPR occurs finalization does not seem to take as long, but the Agency would like to see finalizations occur faster. The Agency is hopeful that the ABA will be able to assist in improving these timeframes.

- 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?

There is a mix in the population of children waiting to be adopted. The lack in performance in this standard seems to be more about Agency practice than demographics of the children. There are young children as well as teenage children who have been in care over 17 months that are waiting to be adopted.

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



- 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 since 2005 is declining, but in September 2009 the county had the highest percentage of children in care 24+ months that were discharged to permanent homes. The Agency has increased in the number of children in care 24+ months, but has also increased the number of adoptions being finalized.

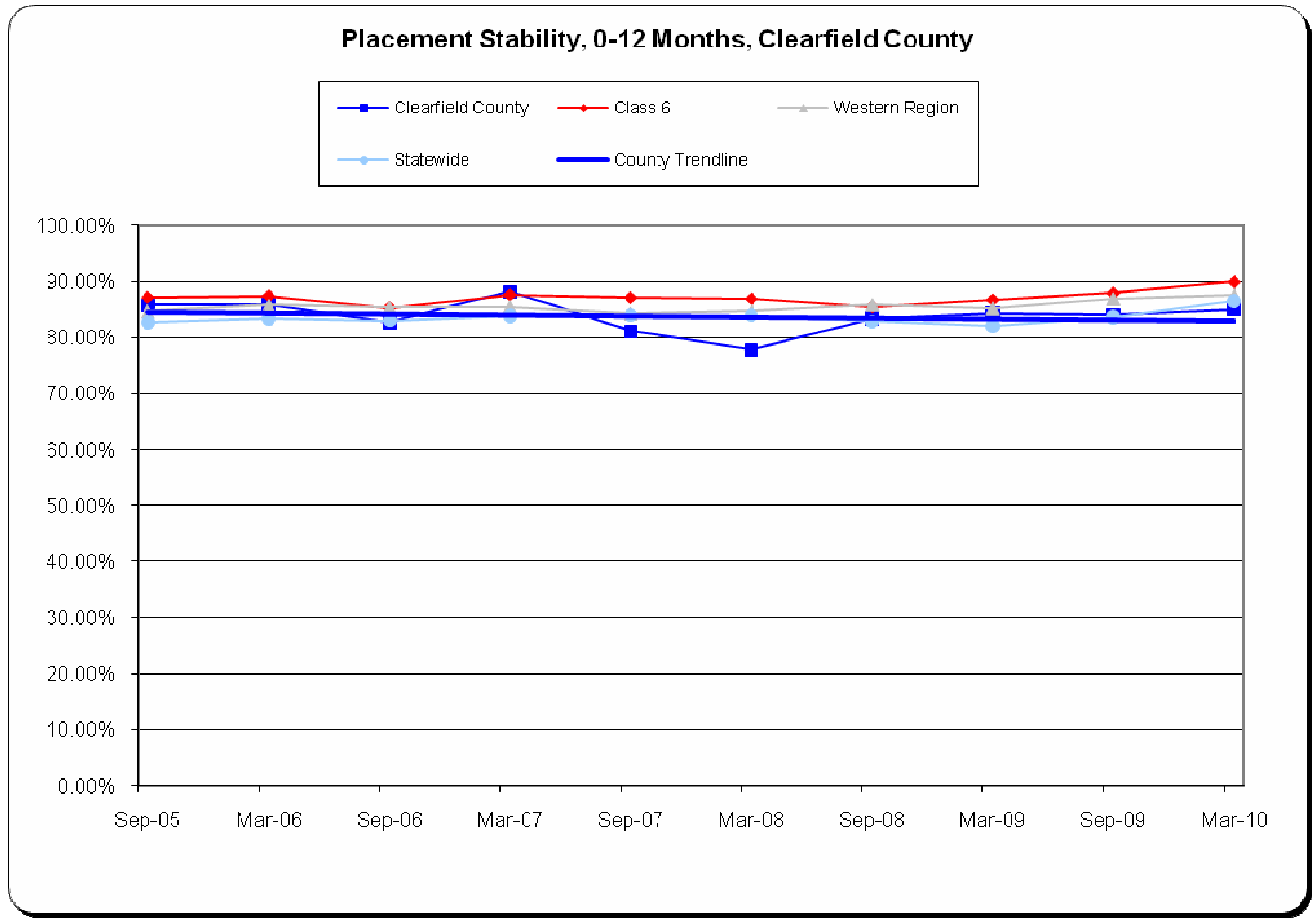
- Which group of children represent the largest proportion/share of children in care more than 24 months? What are the most frequent permanency goals for these children? What are the most frequent actual discharge destinations for these children?

There is no group of children that represents a larger proportion of children in care more than 24 months. The goal for most of these children is adoption. There has been an increase in SPLC and adoptions in the county over that past 18 months.

- What steps is the county taking to achieve permanency for these children? What are the barriers to achieving permanency?

The county is taking many steps to achieve permanency for these children. The Agency has a full time paralegal whose priority is to assist these cases in moving more quickly to finalization. The Agency has a new solicitor who has also made it a priority to find permanency for these children. The Agency has also made sure that consistency in supervisory overview of these cases is a priority. Due to staff turnover in the past some cases have stalled at times. As caseworkers leave the agency supervisory staff are ensuring that the case plan is continued. The Agency is working with the ABA to identify specific barriers and to assist in working with the court system to improve this outcome.

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



- 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 county's performance in this measure has not shown a significant increase or decrease, but remains under the measure for other Class 6 counties, Western Region, and Statewide measures. The county looks for kinship placement as a first option for youth. The Agency is looking to improve the orientation process and training for new resource families and hopes it will have a positive impact on this measure. On the other hand, the Agency has utilized 30 Day Voluntary Placement Agreements with incorrigible teens in an attempt to stabilize behaviors and get in-home services in place for the child to be returned to the parent. This strategy has worked in some cases, but at times the teen has had to be placed in longer term placement.

- How does the county's data compare to other counties of the same size? To the statewide data?

The county is about 5% below other Class 6 counties, 2.5% below the Western Region, and 1.5% below the State in this measure.

- ❑ 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?

The county will continue to explore kinship options for children needing to be placed out of their homes. An improvement in orientation training for resource families will hopefully better prepare the kinship parents for the experience of fostering a child and prevent the child(ren) being removed from their homes.

- ❑ 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?

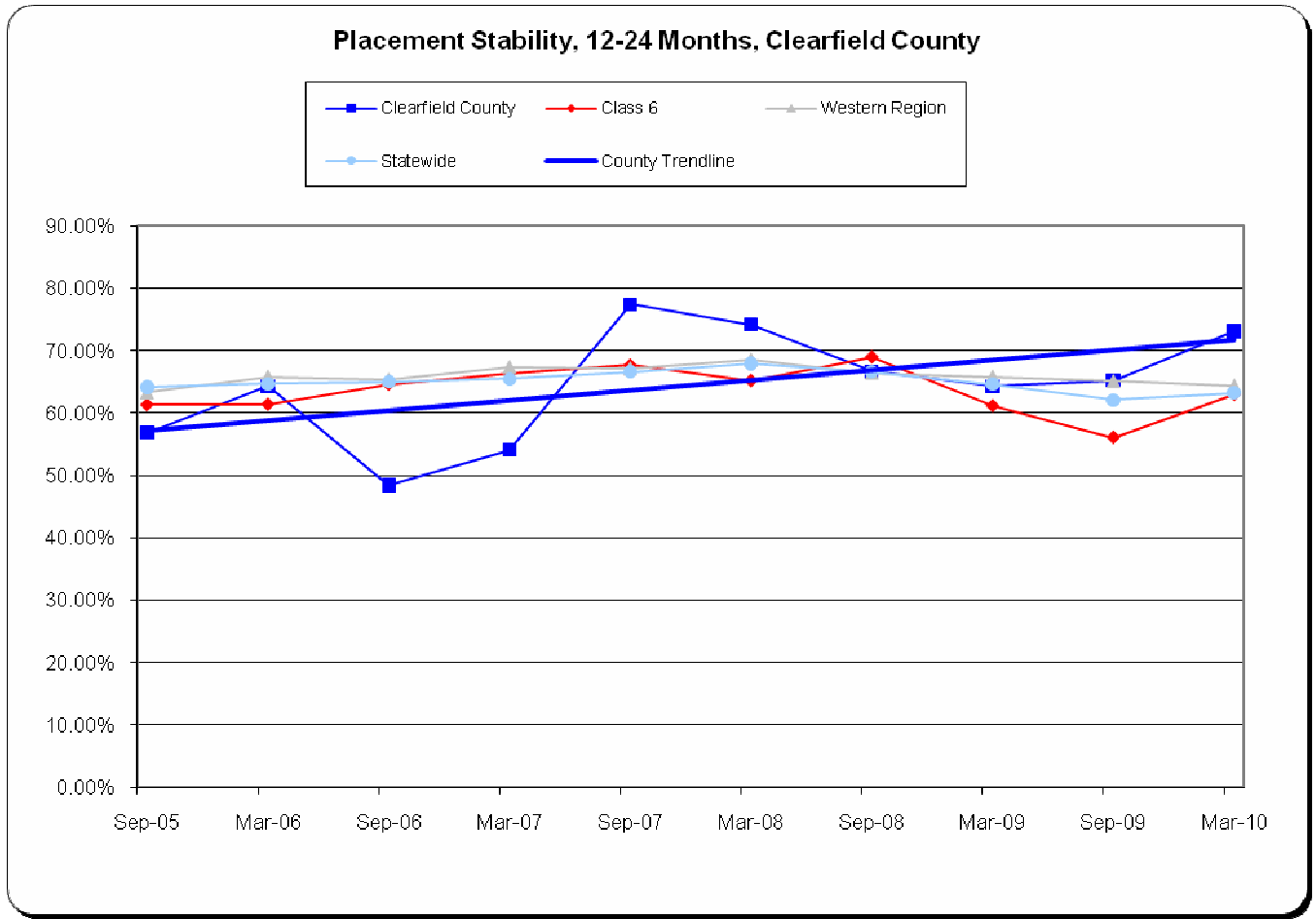
Other Class 6 counties and statewide data show a consistent decrease in the measure after the first, second, and third year. Class 6 counties show about a 27% decrease from year to year and the state shows about a 23% decrease from year to year. Clearfield County only shows a 12% decrease in this performance after the first year, but then a 26% decrease after the second year.

- ❑ 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?

The Agency looks for kinship placements as the first option, especially for the younger children. The VPA's used with older children may have a negative impact on this measure, but the

Agency is attempting to put the focus back on the family structure to address the issues with incorrigible teens when they can be safely maintained back in the home. The Agency has an 85% placement stability rate in the first 12 months.

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



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 county's performance in the measure is trending up over time. It is difficult to determine exactly why this happens, but in the county there are a number of younger in care waiting to be adopted. The majority of the younger children are able to stay with their resource families.

How does the county's data compare to other counties of the same size? To the statewide data?

The county is about nine to ten percent higher in this measure than other Class 6 counties and the State.

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?

I believe that this is due to having a high number of younger children in placement. They tend to have less behavioral issues and are with kinship parents and are moved less.

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?

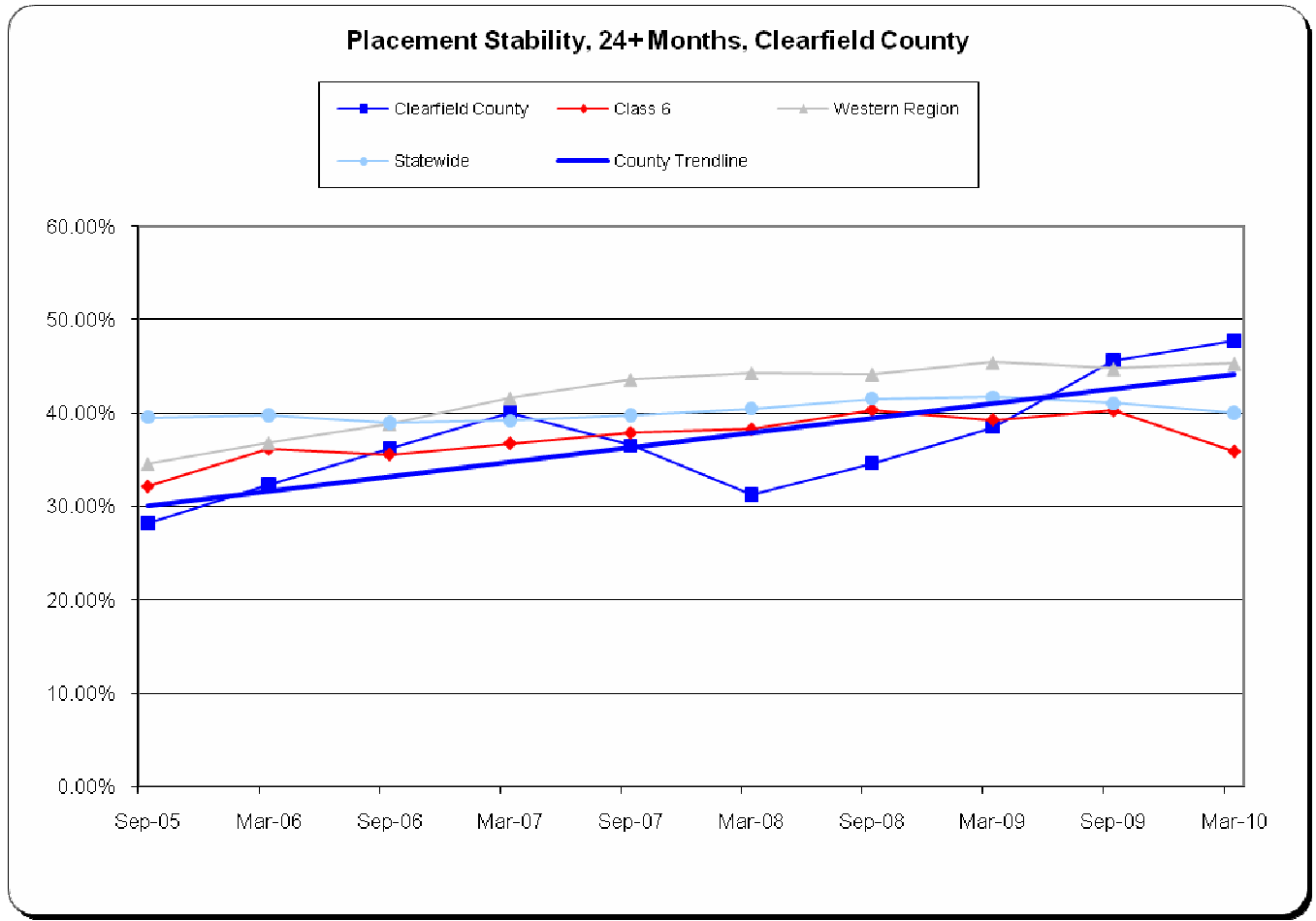
- ❑ When compared to class and state performance on each of the measures, at what point does placement stability tend to break down– the first, second, or third year? What is the county doing differently than the class, region, or rest of the state?

The county data shows a larger break down after the second year. Class 6 and State data show a consistent break down after the first and second years.

- ❑ 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?

The Agency looks for kinship placements as the first option, especially for the younger children. The VPA's used with older children may have a negative impact on this measure, but the Agency is attempting to put the focus back on the family structure to address the issues with incorrigible teens when they can be safely maintained back in the home. The Agency has an 85% placement stability rate in the first 12 months.

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



- 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 county's performance in this measure has improved by about 20% since 2005 and was at its highest in March 2010. The Agency has made permanency a high priority. Progress toward finalizing a permanency goal may have helped to decrease the amount of moves after a child has been in that home for 24+ months.

- How does the county's data compare to other counties of the same size? To the statewide data?

Clearfield County is about 12% higher in this measure than other Class 6 counties and about 7% higher than 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?

This may be due to there being a large number of younger children in kinship care and they tend to have less behavioral issues. The Agency is making progress on permanency goals for these children, and the closer to finalization, the less likely there will be a need to move the child.

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?

Clearfield County has a higher percentage of stabilization after 24+ months than other Class 6 counties and the state, but its biggest break down occurs after 24 months.

- 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?

The Agency looks for kinship placements as the first option, especially for the younger children. The VPA's used with older children may have a negative impact on this measure, but the Agency is attempting to put the focus back on the family structure to address the issues with incorrigible teens when they can be safely maintained back in the home. The Agency has an 85% placement stability rate in the first 12 months.

➤ 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).

Family Preservation Services: Is a three month in-home service to prevent out of home placement. Family Preservation also works to link families with services, find resources for the family, and to improve family functioning.

The Aftercare Program: Is a service that focuses on preventing delinquency and out –of home placement for delinquent youth. The program is an after school program that uses pro-social activities to engage youth.

Delinquency Prevention Program: Is a three month intensive program to work to prevent out –of –home placement and re-arrest.

Home Based Truancy Program: Is a program to prevent truancy and prevent out-of –home placement of t.

Nurturing Program: is a 10- week parenting class that works to strengthen families communication and parenting skills. This is used to prevent abuse, neglect, and placement.

Family Functional Therapy: is an evidence based program that will help prevent out-of-home placement, delinquency, and truancy.

Family Group Decision Making: is an evidence based program that is used to prevent out-of-home placement, assist in reunification, and prevent truancy.

Early Head Start/Child Welfare System Program: is a program with 20 slots for children birth to three years of age who are involved with CYS. Each child is screened with Ages and Stages, linked with a Primary care Physician, and their parents receive ongoing health, and safety training.

Clearfield County also has Family Centers and the Fatherhood Initiative Program. These services work to improve parenting skills and family interactions. Family Centers and Fatherhood Initiative can help prevent CYS involvement, child abuse, neglect, and out-of-home placement. Family Centers has also started a Young Parenting Group that focuses on improving the parenting skills of young parents and has provided them with a support system. This will help prevent abuse and neglect.

➤ 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.

Children Re-Entering Care Within 12 Months of Reunification: The agency uses FGDM through the Time Limited Reunification Grant for reunification cases. The Agency has also utilized other in-home services once a child(ren) are returned home to their parents. The services are to give the parents support and assist the family in the transition of the youth being returned into the home. The agency had also begun to request that the courts grant the agency Protective Supervision of children returned home to assure that services are utilized in an attempt keep them from re-entering care. The Delinquency prevention and Aftercare services are used to reduce recidivism and re-arrest of delinquent youth.

Children Discharged to Reunification within 12 Months of Removal: The Agency uses FGDM through the Time Limited Reunification Grant for reunification cases. The Agency is also working with the service provider who holds the TLRG grant to develop an intensive parent instruction program that will be utilized with supervised visits. The goal will to increase the quantity and improve the quality of visitation between children and their parents in order to improve this outcome.

Children with an Adoption Finalization within 24 Months of Removal: The Agency continues to improve on finalizing adoptions, but the majority are with children who have been in care for more than 24 months. In order to decrease the amount of time between removal and finalization the Agency will be working with the ABA to determine in which stage of the adoption process that the most barriers occur.

- ❑ Describe whether the county will continue its efforts to improve outcomes, or if the county has analyzed needs and chosen to address different outcomes.

The Agency has decreased its overall placement numbers, but will continue to work to improve these outcomes.

- ❑ 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 Agency has seen an increase in the number of children re-entering care, but I believe that this is primarily due to using VPA's with incorrigible youth. The Agency has been using VPA's

to stabilize behaviors and then make referrals for in-home services to return the child. On several occasions the child has had to be placed again.

The Agency has seen slight improvement in reunification within 12 months, but hopes to see significant improvement now that staff had Concurrent Planning training. The Agency will emphasize the Three Stage Case Work Model. The Agency will also be working with ABA to train staff in how to develop better case plans for children in placement. The Agency is also working with service providers to develop parenting training that can be utilized during supervised visitations.

The Agency has been able to continue to finalize adoptions and has begun to involuntarily terminate parental rights, which was not done much in the past. Court time for such proceedings is difficult to get in a timely manner. The Agency will be working with the ABA to determine what the barriers are to timely adoptions. The Agency will work with the ABA to develop Permanency Planning meeting and how they will be run, who will attend, and how often they occur.

- ❑ 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.

The Agency is currently working with the CWTP and is involved in a Transfer of Learning package training on Concurrent Planning. The Agency has started the process of bringing the ABA's Barrier to Permanency Project to the county. A training offered by the ABA is case planning, I believe that this will build on concurrent planning and will improve the timeliness of permanency for children, whether it be return home or adoption. The Agency is also utilizing the LSI paralegal to work to expedite TRP and finalization. Another task of the paralegal is to conduct monthly reviews of children in care. These reviews include the caseworker, casework supervisor, Agency Solicitor, and Agency Director. The purpose of the review is to discuss progress and planning for the permanency in the case. The Agency continues to work with service providers that provide in-home and supervised visitation services in order to reunify families. A referral for FGDM is made for every placement case.

The ABA project will be a two year project and out comes and timeframes will be evaluated on an ongoing basis during the project. The outcomes will be tracked with the HZA data packages. Supervisors will also track re-entry of youth back into care. Adoption information is tracked regularly through review of the CY-890.

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.

The Agency has shown improvement in this area. Past practice by casework staff was to develop a FSP and mail it to clients for signatures. Casework staff currently are getting input from parents in developing the goals on FSP's. As the Agency works to improve case planning; there will be a formal meeting to develop FSP's that will include parents and any service providers involved with the family.

Agency staff are also starting to make referrals for FGDM in prevention cases. There has been difficulty with referrals going to conference, but the positive is that staff are starting to see the benefit of parents being involved in case planning.

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.

The Agency needs to focus on improving in this area. Casework staff still need to actively include youth when developing FSP's, Permanency Plans, and Transition Plans. Through the county's ICSP, a Personal Life Support Coordinator position was created to assist youth who are involved with two or more systems in working with their service providers to ensure that their needs are being met in the most effective and efficient way possible. This person will also assist youth in being involved in the services that they receive.

5-4c. Transition Planning & Preparation

- 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.

Agency staff have been trained on Transition Plans and have completed them as required. Casework staff have coordinated with the IL Program staff and the Personal Life Support Coordinator to assist youth who are transitioning into adulthood.

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.

The Agency is currently involved with the CWTP's Transfer of Learning package for Concurrent Planning. The training has been provided to the staff and there will be a "booster shot" training provided in the next month. Agency Supervisors will assist casework staff in the Three Stage casework Model during when discussing case planning. The Agency is going to work with the ABA to develop a pamphlet that can be used by casework staff when conducting a Full Disclosure Interview with parents when a child is removed from their care. Concurrent Planning will also be discussed with resource parents so that they have a better understanding of what the agency objectives and duties are when a child is placed in their home.

Section 6: Administration

6-1b. Employee Benefit Detail

- ❑ Submit a detailed description of the county's employee benefit package for FY 2010-11. Include a description of each benefit included in the package and the methodology for calculating benefit costs.

The employee benefit package includes health insurance and retirement. The agency gets the cost from the County Controller. The Hay Group is the Actuary that the county works with for the retirement fund.

The casework staff and clerical staff are unionized. They belong to two different bargaining units and both contracts expire December 31, 2010.

6-1d. Organizational Changes

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

The agency is looking to add two Program Specialist positions and a casework position, which would be new positions to the agency, but has not be able to add these positions due to the economic climate in the county.

6-1e. Staff Evaluations

- ❑ Describe the method for evaluating staff effectiveness.

Staff effectiveness is evaluated through monitoring outcomes and regulatory compliance of the agency. The Agency has been granted a full license after the inspection in June of 2010. This is an improvement from inspections in the recent past. The Agency has been able to safely reduce the number of children in care.

The Agency currently has three caseworker vacancies. There have been six caseworkers who have left the agency in the fiscal year.

6-1f. Contract Monitoring & Evaluation

- Note the employee/unit which oversees county contracts. Describe the evaluation process.

The Director and Fiscal Officer oversee county contracts. The Fiscal Officer attends regional contracting meetings and works closely with other county staff and state staff to ensure that the county is negotiating within the state maximum allowable amounts with placement providers. Outcomes are required from in-home service providers so that the county can assess the effectiveness of the service and how the service is assisting the county meet its goals.

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: Community County Services (Family Preservation)	P.O. Box 938 DuBois, PA 15801 814-765-8385	Elaine Phillips	268	\$375,563.84
2: Community County Services (Delinquency Prevention)	P.O. Box 938 DuBois, PA 15801 814-765-8385	Elaine Phillips	56	\$143,497.50

- 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: Keystone Adolescent Center	425 South Good Hope Rd. Greenville PA 16125 724-588-5020	Todd Hedderick	5	\$170,001

- 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: NHS Youth Services	4391 Sturbridge Harrisburg, PA 17110 717-441-9558	Pam Kehler	7	\$84,231.00

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

The Family Preservation Program provides in-home services to families to prevent placement as well as to reunify children who have been placed in out of home care. The program provides parenting instruction, supervised visitation, linkage with community services such as Drug and Alcohol and mental health services. Transportation to medical mental health, and drug and alcohol appointments. The program also assists parents with addressing housing issues, budgeting, and homemaker skills. The Agency tracks their outcomes for families at 12, 24, and 36 months. They track the number of families and children served, as well as how many children were in imminent risk of placement and how many entered placement.

The Delinquency Prevention Program is used to prevent delinquent youth from being placed in out of home care. The number of delinquent youth who are placed in out of home care, re-offend, and/or are arrested is tracked annually.

Youth are placed at Keystone Adolescent Center for behavior modification. The facility uses a weekly points system to track the youth's progress. Caseworkers visit the youth on a monthly basis and make phone calls as needed to facility staff to monitor progress.

NHS You is a facility used by JPO for its behavior modification program. The facility also incorporates the BARJ principles and assists the youth in completing their community service 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	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
		Y	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 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	0		0
FY 2011-12			\$7,500

- 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: No

- 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: This is a new request.

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

	0607	0708	0809	0910	1011	1112
Target Population						
# of Referrals				0		
# 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 underspending or under-utilization of grant funds?

Response:

- ❑ If there were instances of underspending 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:

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: The target population would be teenagers, who are involved with CYS and JPO for parent/child conflicts and any antisocial behaviors. This is a county-wide population. CYS has seen a slight increase in the number of VPA's used for incorrigible teenagers and MST would be a program that could benefit this population. JPO has utilized more home monitoring for their delinquents and MST would be an option for those youth who need services.

- ❑ 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: The Agency would hope to see a decrease in placement for teenagers referred for incorrigible behaviors. The Agency would also use MST as an option for services when these youth are returned to their home to support the reunification and prevent re-entry.

- ❑ 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:

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

Response: The Agency has no experience with the provider agency, but the provider agency is already providing this service in other counties. The County MH/MR Director is on board with bringing this service to Clearfield and Jefferson Counties. A meeting can be set up as soon as needed to get the letters of support for the program to the provider and to get it approved through managed care.

- ❑ 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: The Agency has been approached by Mars Home for Youth to provide MST to Clearfield and Jefferson Counties. There has been an initial planning meeting with CYS and JPO in both counties to discuss the need for MST. Both counties agree that MST can be a beneficial service that can be offered to clients. In the last fiscal year the agency placed about 12 teenagers in out of home care due to incorrigible behaviors, including not following curfews, drug and alcohol use, truancy, and parent/child conflicts. The per diem for each of these

teenagers in placement is between \$135-\$160 a day. Historically, the Agency has had difficulty in utilization of new programs. Casework staff are accustomed to referring most families to Family Preservation services because they are comfortable with the program and the staff that provide the program. In my first year as the Director, I have pushed staff to evaluate what outcome they expect from a service provider and look for services that will help achieve the outcome. Prior to this shift the Agency struggled to make referrals to FFT, FGDM, and mental health services, but over the last year the referrals to other programs has increased. The Agency does not currently have a contract with the provider for MST, but is going to work with the County MH/MR Director to get MST approved in the mental health plan for both counties.

- ❑ 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: It is difficult to predict how many youth that are referred for MST will not be MA billable and will have be billed to the Agency. If 10 out of 12 teenagers are referred for MST and they are successful in preventing the youth from being placed in a group home the county would save about \$4,000 a month per youth. The savings to the county would be seen within FY 2011-12.

- ❑ 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:

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

Response: The provider agency would need to train casework staff and supervisors about the program and what youth would be appropriate to refer. The provider agency would also need to work with staff to get youth evaluated and set up with MA when ever possible.

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

- Please indicate which type of request this is:

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	Expanding
		Y	N	N

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	0		0
FY 2011-12			\$10,000

- 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: No

- 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						
# of Referrals				24		
# Successfully completing program				11		
Cost per year				\$8,567.50		
Per Diem Cost/Program funded amount				\$27.50 per hour		
# of MA referrals				21		

# of Non MA referrals				3		
Name of provider				Cen-Clear Child Services		

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 underspending or under-utilization of grant funds?

Response:

- ❑ If there were instances of underspending 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:

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: The target population is at-risk youth ages 11-18 who are having conduct issues, drug and alcohol issues, and truancy issues. CYS has seen a slight increase in referrals for this population and has utilized VPA’s to stabilize the situation. The Agency then sets the family up with services and attempts to send the youth home to the parents. FFT assists the family as well as the youth in changing behaviors. This is a county-wide population for CYS and JPO.

- 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: The Agency would expect to see a decrease in placements for this population. The provider agency tracks the outcomes of the program.

- 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:

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

Response: The referrals are made to provider agency. The provider agency works quickly to get the child MA eligible and evaluated for approval of the service. If the child is not MA eligible the county is billed. In FY2009-10, there was one CYS client that was not MA eligible and 2 JPO clients that were not MA eligible. Cen-Clear Child Services provides FFT. The Agency has many other services with the provider agency and has a good working relationship with their staff.

- 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: Cen-Clear has been providing FFT for several years. The program has had a slow start, but FY 2009-10 had seen the most referrals made to the program. I believe that a shift at CYS in holding caseworkers accountable for the services that they refer for their families and a push in JPO to use home monitoring and in-home services to prevent placement will cause an increase in the utilization of FFT.

- 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: Per diem rates for CYS and JPO group home/residential placements is \$135-\$150 a day. In FY2009-10 there were 20 active cases with FFT and only one went to placement. This youth was a CYS client that went to an RTF. Seventeen out of the 20 were enrolled in MA. The county spent \$8, 567.50 out of Act 148 funds for the three that were not MA eligible. \$8,500 would cover about two months for one client in group home placement.

- 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:

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

Response: The provider agency has attended staff meetings to train staff on the program, what clients to refer, and how the referral process works. The provider agency is willing to continue these trainings periodically as refreshers and to inform new staff of the program.

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

- Please indicate which type of request this is:

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)	N	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 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	0		0
FY 2011-12			0

- 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(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						
# 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 underspending or under-utilization of grant funds?

Response:

- If there were instances of underspending 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:

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. 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:

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 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 or transfer/shift requests)

Response:

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

Response:

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	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
			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 Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$1304		\$1,304
FY 2011-12			\$15,000

- 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: No

- 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						
# of Referrals				14		
# Successfully completing program				There were no conferences, but only one child went to placement		
Cost per year				\$5,115.45		

Per Diem Cost/Program funded amount				\$46.50 per hour		
# of MA referrals				0		
# of Non MA referrals				14		
Name of provider				Cen-Clear Child Services		

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: In the past, FGDM was primarily used in Clearfield County through the TLFR grant and only for reunification. In FY 2009-10 the agency was able to begin to utilize FGDM in cases to prevent placement, prevent truancy, or assist the agency in closing a family for services. As a whole, the casework staff seemed to struggle to identify families that may benefit from FGDM as a prevention service. In FY 2009-10 the TLFR reunified 16 out of 70 children that were serviced. There were only 14 referrals made for FGDM for prevention. Another challenge for FGDM is that not one family in FY2009-10 went to conference. The agency will need to work closely with the provide to better assess whether a family is a good candidate to be referred for FGDM. The caseworkers may need to do a better job of explaining the FGDM process to families and explore options for family supports before making the referral.

- 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: The casework staff at the agency tend to refer most families to the Family Preservation Program. They seem to do this out of habit and comfort and do not seem to always look for other options that better suit the family. Another challenge for FGDM is that not one of the families referred to FGDM in FY2009-10 went to conference. The agency will need to work closely with the provider to better assess whether a family is a good candidate to be referred for FGDM. The caseworkers may need to better explain the FGDM process to families and explore options for family supports before making the referral.

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

Response: The grants funds were under spent due to under-utilization of the practice. Part of the underspending of the special grant was due to the county having about \$27,000 in Ann E. Casey funds from a grant that was awarded about five years ago and had not been spent. The county was given permission to spend these funds for FGDM prevention cases. The county billed for about \$5,000 of these funds and should have applied it to the special grant.

- ❑ If there were instances of underspending 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: The Agency has requested a smaller amount of money in the special grant. The Agency is looking to make less referrals in order to focus on the quality of the practice. The Agency is working with the service provider to implement a screening process for referrals to help ensure that a conference will be conducted and that the family plan develops a plan that is followed by the family and the agency.

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 will be county-wide and any age of child. The focus can be on prevention of placement, prevention of truancy, or closing the case.

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: The agency expects that a FGDM referral will make it to conference and a plan will be developed. The Agency also understands that not all families will make it to a conference. For those families who do conference the Agency would expect a plan that would prevent placement, eliminate truancy, or provide a plan that would allow the agency to close the family. The Agency is working with the service provider in the development of a monthly tracking form to assist in monitoring referrals made to the program.

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 Agency is currently working with the service provider to explore how the program can be more successful in making it to conference with the families that are referred. The Agency staff will need to better evaluate families for the appropriateness of a FGDM referral. The Agency will also need to better prepare families for the FGDM process to assess the families willingness to cooperate with the program. The Agency has a positive relationship with the service provider agency. The service provider agency provides numerous other services for the county.

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 current rate for FGDM is \$46.50 an hour. This is the same rate that the county contracted with the service provider for FGDM through the TLFR grant. The contract will be amended to include the costs and definitions established by the state for FGDM. The service provider agency sends the Agency a monthly invoice with each family name and number of hours serviced.

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: The Agency is asking for an increase in funds. The Agency would like to have 5 families be referred to FGDM and all make it to a successful conference. The Agency has a history of slow implementation of new programs. If 5 families can be successful, I believe that caseworkers will see the value of the program and make more referrals.

- ❑ 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: A successful conference can not exceed \$3,000. The Agency pays approximately \$4,500 for a 30 day placement in a shelter or a group home. If the 5 referrals are successful and keep 5 children from out of home care there would be a yearly saving of about \$255,000.

- 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: The Agency is working with the service provider in improving the referral process to ensure that families who are referred will make it to conference.

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

Response:

6-3a. Evidence Based Programs: Family Development Credentialing

- Please indicate which type of request this is:

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)	N	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 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	0		0
FY 2011-12			0

- 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(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						
# 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 underspending or under-utilization of grant funds?

Response:

- If there were instances of underspending 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:

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. 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:

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 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 or transfer/shift requests)

Response:

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

Response:

6-3a. Evidence Based Programs: Family Finding

- Please indicate which type of request this is:

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			

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11. 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	0		0

- 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(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
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 underspending or under-utilization of grant funds?

Response:

- ❑ If there were instances of underspending 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 FY 2010-11.

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:

- ❑ 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:

- ❑ 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:

- 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:

- 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:

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

- Please indicate which type of request this is:

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)	N	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 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	0		0
FY 2011-12			0

- 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(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						
# 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 underspending or under-utilization of grant funds?

Response:

- If there were instances of underspending 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:

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. 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:

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 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 or transfer/shift requests)

Response:

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

Response:

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

Program Name: Family Preservation Program

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
		N	Y
			Expanding
			N

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	\$275,000/\$200,000	-\$75,000	\$200,000
FY 2011-12			\$250,000

- ❑ 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: No

- ❑ 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	151	162	123	128		
# Successfully completing program	132	147	100	116		
Cost per year	\$188,989.38	\$180,478.21	\$298,310.72	\$375,563.25		
Per Diem Cost/Program funded amount	\$35.65/hr	\$35.65/hr	\$35.65/hr	\$35.65/hr		
# of MA referrals	0	0	0	0		
# of Non MA referrals	151	162	123	128		
Name of provider	Community County Services	Community County Services	Community County Services	Community County Services		

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: In FY 2009-10 the Agency made 128 referrals to Family Preservation and there were 268 children that were serviced. Eighty-four of the 268 children were identified as being at imminent risk for out of home placement. Seventy out of the 84 children identified at high risk for placement were placed outside of their parents homes. Two of the 14 children that were placed were placed because their parents had passed away. The Agency had a decrease of 46 children entering placement between FY 2008-09 and FY2009-10, a decrease of almost 50%.

- 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: There are little barriers or challenges in this program. The Agency staff work closely with the service provider staff. The service provider takes emergency referrals and will adjust to the needs of the Agency and families that are referred.

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

Response: The county has shown an increase in the expenditures of the program. The past Administrator had put restrictions on hours and types of services that this program was allowed to perform. The Agency has been monitoring the referrals being made to the program and what the expected outcomes are from the referral, but has allowed the service provider to work within its own design to serve the families.

- If there were instances of underspending 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:

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: Family Preservation Program is a countywide program. The age range for referrals is 0-18, with a focus on younger children. This program is the primary in-home service that is utilized by the Agency for families who need assistance and for families with children who are at risk of being removed. The internal and external factor is safely reducing the number of children in out-of-home care.

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: The county expects to safely reduce the number of children in out-of-home care and reduce the Total Days of Care for children in out-of-home placement. Family Preservation staff assist families to improve parenting skills, homemaker skills, establish stable housing, link with other services, and attend mental health, medical, and D&A appointments. The provider tracks outcomes on an annual basis and follows up at 24 and 36 months. The Agency is tracking the number of children in care as well as Total Days of Care.

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. 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: Caseworkers identify families who have children at risk for out of home placement. The referral is reviewed by the casework supervisor and then reviewed by the director. Once

the referral is made, the service provider staff completes a needs/risk assessment of the family to determine what barriers the family has and to develop a plan to eliminate the barriers. The service provider has been providing this service for more than five years and has a positive working relationship with the agency. The service provider has an office in the same building that CYS is currently in. Once CYS moves to its new office, the provider will move to an office space in the building across the street. The close proximity helps facilitate face-to-face communication between agency caseworkers and service provider staff.

FY 2010-12 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 hourly per diem has been the same for at least the last five fiscal years. The provider is sensitive to the budget implications in the county and has not asked for an increase in their rates. The provider submits a monthly bill with an identified child from each family and the hours that they serviced the family.

- ❑ **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:* In FY 2009-10 the agency spent \$375,000 on Family Preservation Services. Only a slight increase was asked for due to the agency also using TANF money; because Family Preservation is also the primary in-home service and the agency has about \$131,000 in TANF funds to apply to in-home services.

- ❑ **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: In FY 2009-10 the agency spent about \$375,000 on Family Preservation Services. Seventy children that were identified at high risk of placement were not placed. Seventy children at the average foster care rate would cost approximately \$825,000 for a year. That estimate does not include the potential cost of a group home placement, which for one child would be about \$54,000 a year. Family Preservation has been able to assist the agency in decreasing the number of total placements as well as total days of care.

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

FY 2010-11 (for counties with approved allocations)

Response: Community County Services was selected to be a part of the Quality Improvement Initiative in 2011, which will provide technical assistance in assessing how their practices match with best practice standards.

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

Response: same as above

PaPP Delinquent

Program Name:	Delinquency Prevention Program
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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
	N	N	Y	N

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	\$135,375	0	\$135,375
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:

- 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	29	31	64	54		
# Successfully completing program	24	27	56	52		
Cost per year	\$168,152.47	\$137,550.04	\$130,682.03	\$142,493.59		

Per Diem Cost/Program funded amount	\$34.23/hr	\$34.23/hr	\$34.23/hr	\$34.23/hr		
# of MA referrals	0	0	0	0		
# of Non MA referrals	29	31	64	54		
Name of provider	Community County Services	Community County Services	Community County Services	Community County Services		

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: In FY 2007-08 JPO placed 45 children and only 31 were serviced by DPP. In FY 2008-09 JPO increased the number of referrals to DPP to 64 and placements dropped by over 50%, from 45-20. JPO placements decreased slightly in FY 2009-10 to 17. As mentioned previously, JPO is increasing the use of home monitoring. They are making referrals for all youth who are on home monitoring for In-home services. They have been able to bring down the number of placements in the last couple of years and plan to continue to use home monitoring and DPP to prevent placement.

- 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: This program has been successfully serving the county for atleast five years and has been tracking outcomes. There is little to no challenge in reaching the program outcomes.

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

Response: All of the grant funds were spent in FY2009-10. Even through the number of referrals has increased the cost to the county has remained constant. The provider has not raised the rates for the program in the last five years.

- If there were instances of underspending 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: All of the grant funds were spent in FY2009-10.

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 is any youth in Clearfield County that is involved with the JPO system. The JPO department has implemented the practice of referring all youth on home monitoring to in-home services. DPP will assist in addressing needs of the family as well as the youth's needs.

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: The county expects that youth involved with DPP will not be placed in out of home care, fail to comply with conditions, be arrested, or violate their probation in any way. The provider tracks their outcomes and reports annually. The provider agency also completes a follow-up with clients at 24 and 36 months from discharge.

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. 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: The JPO department is referring all youth on home monitoring to in-home services as part of their conditions. They also make referrals for other youth who they feel are at risk of placement. The JPO officer makes the referral to the provider. The service provider communicates with the JPO department on progress or lack of progress with the youth and the family. The service provider agency has been providing this service to the county for over five years. The service provider is very flexible and accommodating the county and the families they serve.

FY 2010-12 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 hourly rate was determined at least five years ago and has not been increased. The Agency spent \$142,493.59 in FY 2009-10 and 54 youth and their families were serviced. The JPO department is projecting that they will be involved with as many or more youth in FY 2010-11. The special grant for FY 2010-11 is \$135,375, which is slightly lower than what was spent on DPP last fiscal year.

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: The Agency is requesting a slight increase in this grant. JPO has increased the number of referrals to DPP over the past two years. They also are referring youth who are on home monitoring to DPP and they feel that utilization of home monitoring will increase in FYs 2010-11 and 2011-12.

- ❑ **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: JPO has been able to cut their placements by about 50% in the past couple of years. JPO placements can be very expensive and cost around \$250-\$300 a day, especially in YDC or YFC facilities. The cost of home monitoring and in-home services are a big cost saving to the county as an alternative to placement.

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

FY 2010-11 (for counties with approved allocations)

Response: Community County Services was selected to be a part of the Quality Improvement Initiative in 2011, which will provide technical assistance in assessing how their practices match with best practice standards.

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

Response: same as above

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.

Program Name:

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	Expanding
		Y		

Budget	\$ amount
FY 2010-11 Approved Budget	0
FY 2011-12 Budget Request	\$5,000

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: The Agency was not allocated funds for FY2010-11.

- 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:

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

Response: The Agency under-utilized the grant in FY 2009-10. This was due to the apprehension of the Administrator to pay for clients rent, security deposits, or utilities and create a dependency on the agency.

- If there were instances of underspending 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: At the end of FY 2009-10 the Agency assisted a family in finding housing and was able to reunify the parents with their three children much soon than expected. Even though

the Agency was not allocated any funds in this grant for FY 2010-11 the agency will use Act 148 dollars on security deposits, rent, and/or utilities for families if it will prevent placement or will expedite reunification. The Agency staff will be made aware of the Agency's ability to do so and the staff will be trained on what type of situations would be appropriate to request such funds. The Agency Administrator, Casework Supervisor, and Caseworker will meet to discuss the families ability to maintain the housing option on their own after the Agency gives them assistance.

- ❑ 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)

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: Any family where placement can be prevented or reunification will be expedited.

- ❑ 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: The Agency will expect to see a decrease in placement and Total Days of Care. The Agency will develop a tracking sheet for families who receive funds for housing to track whether or not the children end up in out of home care or they require further financial assistance from the agency.

- ❑ 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: Caseworkers will be able to make a request on behalf of their families. There will be an Administrative Case Review with the Administrator, supervisor, caseworker, and any service providers involved with the family. The family may also be included in the meeting as a requirement to be granted the funds.

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

Response: In FY2009-10 the county had an allotment of \$1,200 and spent only about \$300. This under spending was due to apprehension by the Administrator to allow caseworkers to offer payment for clients housing needs such as utilities, security deposits, or missed rent. This apprehension was due to not wanting to create a dependency by some clients on the agency and a concern that some clients would abuse the money. Towards the end of FY 2009-10, the agency paid a security deposit for a family to get an apartment and was able to reunify the parents with their three children much sooner than if the agency would have waited for the family to get the apartment. The \$300 for the security deposit was equivalent to the cost of four days in foster care for the three children. The Agency had requested \$5,000 for FY 2010-11, but was not allocated any funds in the Housing Initiative. The Agency was looking forward to utilizing these funds to prevent placement or expediting reunification for families that would benefit from assistance from the agency. If the Agency would receive funds for the Housing Initiative in FY 2011-12, casework staff would be trained on what situations and what families would be appropriate for the funds. The agency has a history of slowly implementing programs, but this would be a program that caseworkers would utilize due to the benefit to the families on their caseloads. The Agency is requesting \$5,000 because it would plan for about \$500 per family and could serve 10 families.

□

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 Agency would hope to use \$5,000 to help 10 families with housing issues to prevent placement of atleast 10 children in those families. The cost of 10 children for a year could range from about \$90,000 to \$460,000.

- 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: Home Based Truancy Prevention Program

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

Budget	\$ amount
FY 2010-11 Approved Budget	\$50,000
FY 2011-12 Budget Request	\$55,000

Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population			104 truancy referrals to the agency	83 truancy referrals to the agency		
# of Referrals	21	12	26	25		
# Successfully completing program	19	10	24	23		
Cost per year	\$62,808.51	\$13,069.02	\$27,574.77	\$51,649.85		
Per Diem Cost/Program funded amount	\$30.63/hr	\$30.63/hr	\$30.63/hr	\$30.63/hr		
# of MA referrals	0	0	0	0		
# of Non MA referrals	21	12	26	25		
Name of provider	Community County Services	Community County Services	Community County Services	Community County Services	Community County Services	

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: The target population is any child in Clearfield County that is of compulsory school age and has been identified by a school as having truancy issues. According to PA Child Stat Community Outcomes, Clearfield County’s truancy rate has decreased slightly from a 3.67 percentage rate in 2006/07, a 3.57 percentage rate in 2007/08, and a 2.67 percentage

rate in 2008/09. Until March of 2009 the agency did not address truancy referrals. The Agency is now more active in providing services to in truancy cases to improve school performance and prevent placement. The agency experience a slight decrease in the number of truancy referrals made to the agency from FY2008-09 of 104 referrals to FY 2009-10 with 83 truancy referrals. The President Judge has made truancy a priority and has encouraged the Agency to become proactive in truancy cases.

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)

Response: The agency expects that youth who are involved with the Home Based Truancy Program will improve on their school attendance as well as their school performance. Agency staff and service provider staff will work with school staff to monitor this on a daily basis. The provider Agency also tracks annual outcomes.

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. 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: Local schools make a truancy referral to the agency. The casework staff work with school personnel to assess the needs of the youth and their family. A referral is made to the Home Based Truancy Program if the agency staff feel that it will benefit the family. Agency staff and service provider staff attend the TEP meeting at the school to coordinate a plan with the school and the family. The service provider staff assist the youth and family in ensuring that the youth attends school everyday unless they have a medical excuse. The Agency will file a petition for dependency as soon as possible to get the support of the court system. The court requires the agency to report on the youth’s daily attendance, school performance, and school behaviors and often looks for school personnel and family members to participate in court.

FY 2010-12 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 hourly rate was established at least four years ago and has not been increased. The service provider agency submits a monthly invoice for how many hours served each youth in the program.

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:* The agency is requesting a slight increase in funds for FY 2011-12 based on expenditures for FY2009-10 being almost \$52,000. There was a slight decrease in the number of truancy referrals to the agency last year, but due to the change in philosophy on how truancy referrals are handled, the number of youth referred to program will increase.

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 agency views out of home placement as a last resort for truants, but had approximately six youth placed in out of home care in FY 2009-10 for failure to comply with truancy services. These youth typically are placed in group homes, which cost \$135 to \$150 a day. The Home Based Truancy Program costs an average of \$150 a week per youth.

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

FY 2010-11 (for counties with approved allocations)

Response: Community County Services was selected to be a part of the Quality Improvement Initiative in 2011, which will provide technical assistance in assessing how their practices match with best practice standards.

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

Response: same as above

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
0	\$3,665	0

- 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
X	Individual and Group Counseling
X	Stipends
X	Services for Teen Parents
X	Mentoring
	F. Employment
X	Job Placement
	Subsidized Employment
X	G. Location of Housing
X	H. Room and Board
X	I. Retreats/Camps
	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. 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 *	\$91,500
FY 2011-12 Budget Request *	\$79,000

* These amounts must match the amounts on the county's budget worksheets.

- 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?

The county's expenditure history for IL Services for the above fiscal years were \$26,684, \$25,928, \$25,928, and \$56,898.33. Prior to FY 2009-10 the IL funds were essentially program funded. The provider agency took the total of the grant and divided it by 12 and sent in a monthly bill. The Agency provider picked a number of clients that they felt could be served with the funds and tried to keep to that number.

- 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.

There was an instance of underspending in FY2009-10. The Agency is working with the IL provider to improve the quality of services that each youth receives as well as expanding the number of youth served. The Agency has its first youth in college this year and is focusing on improving the quality of services for youth who are exploring higher education. The JPO department will also be referring more youth who are involved with JPO, not just the youth in placement.

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		5	10	15	30
Total	\$8,000				

* Enter unduplicated youth count only.

- 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.

The provider agency conducts an intake with each youth. They utilize the Ansel Casey Assessment Tool and then develop a case plan. The provider agency staff then revisits the assessment every six months to re-evaluate the needs of the youth and adjust their plans as needed.

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

The unit of cost per hour was determined by the provider agency as \$46.24 an hour. They estimate that it takes approximately three hours per youth to complete the assessment and develop a plan. This is done twice a year, so approximately six hours per hour per youth at \$46.24 for 30 youth is about \$7,500. The assessment itself is a free online resource.

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		5	10	15	30
Total	\$16,000				

* Enter unduplicated youth count only.

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

80%	20%
Individualized Svcs.	Group or Classroom Svcs.

- 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.

The provider agency staff works with each youth on a one-on-one basis about once a week for approximately three hours. The provider agency staff provides experiential learning, support, and mentoring to the youth in their homes as well as in the community. They utilize the Casey Life Skills from the website as free resources to assist in the Life Skills training. There is also a three hour group once a month that youth can attend.

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

The individual time for thirty youth is estimated to cost about \$4,000. In FY 2009-10 the provider agency received \$11,000 from Community Action that were ARRA funds to assist in providing groups. The provider agency is looking to expand the group work in Life Skills Training and will more than likely have more youth who participate. The estimated cost is \$12,000 based of the cost in FY 2009-10 and a slight increase in youth.

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*
Dental/Health		5	10	15	30
Drug Abuse Prevention		5	10	15	30
Alcohol/Tobacco Substances		5	10	15	30
Safe Sex/Pregnancy		5	10	15	30
Total	\$2,500				

* Enter unduplicated youth count only.

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

80%	20%
Individualized Svcs.	Group or Classroom Svcs.

- 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.

Provider agency staff utilize the Casey Life Skills website as resources to work with the youth. Two local Planned Parenthood clinics are utilized for free condoms and STD testing. The provider agency also looks to other county agencies such as Clearfield-Jefferson Drug and Alcohol Commission to do groups. In FY 2009-10, three youth participated in the “Too Good For Drugs” seminar through the Clearfield-Jefferson Drug and Alcohol Commission. One youth was a presenter in the training. The provider agency staff will also assist in transportation to medical and dental appointments if necessary.

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

The youth will also receive individual and group work on domestic violence.

- Describe how the costs to provide the activities are determined.
The majority of the resources are free online and in-kind services from other provider agencies in the county. The cost in this area is staff time and occasional transportation.

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*

Vocational		5	10	15	30
High School Support and Retention		2	8	5	15
GED		1	6	3	10
Assistance in Obtaining Higher Education		3	2	5	10
Education and Training Grant (ETG) Provision and Retention		0	5	5	10
Total	\$14,000				

* Enter unduplicated youth count only.

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

95%	5%
Individualized Svcs.	Group or Classroom Svcs.

- 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.

The service is primarily delivered on an individual basis with youth and provider agency staff. Provider staff work with youth on tutoring, interviewing skills, filling out applications for jobs, writing resumes, filling out applications for higher education, completing paperwork for financial aid, applying for scholarships, and writing waiver letters to get fees for SAT and other school applications waived. The provider agency staff will also take a group of youth on trips to local colleges and trade schools. The provider agency staff also communicates with school personnel to assist in ensuring that the youth are on track in their education setting.

- 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.

The cost for this service is primarily staff time. This estimate is based on past costs with an increase in number of youth and an increase in the amount of time staff will have to focus on this service area with the youth.

E. Support Services

- 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		5	5	10	20
Stipends		5	10	15	30
Services for Teen Parents		1	1	3	5
Mentoring		5	10	15	30
Total	\$15,000				

* 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:	5
Child Preparation:	5
Child Specific Recruitment:	3

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

80%	20%
Individualized Svcs.	Group or Classroom Svcs.

- 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.

The SWAN services will be referred to a SWAN affiliate. The provider agency staff will work with youth on a one-on-one basis to role model appropriate behaviors in the community and assistance in getting resources. Provider agency staff also work with the Life Support Coordinator who will assist youth in coordinating the services they receive from mental health, D&A, and/or probation. Stipends are available for youth for participation in the program and can be used for transportation, clothing, and other household items. The provider agency staff also link the youth with the Teen Parenting Group and the Fatherhood Initiative 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.

Each youth is allowed up to \$200 in stipends which would be a total of \$6,000. The majority of the cost is staff time and the estimate was based on time spent in FY 2009-10 with a slight increase due to the increase of about six youth.

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		1	7	12	20
Subsidized Employment		0	0	0	0
Total	\$13,000				

* 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.

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.

80%	20%
Individualized Svcs.	Group or Classroom Svcs.

- 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.

The provider agency staff assist the youth by linking them with the Career Link program, which offers a summer employment program. They also conduct groups where they role play job interviews. The provider agency staff help the youth look through the help wanted ads, fill out applications, and transport to interviews.

- 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.

The cost was estimated by taking the cost from FY2009-10 and increasing it due to the increase in youth that will be served. The primary cost is the staff time and transportation cost. The county is currently experiencing a 10.6% unemployment rate. Part-time and entry level jobs that were once available to youth are now harder to find and this service will consume more staff time and resources.

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*
Location of Housing			2	13	15
Total	\$2,000				

* 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	
Other (describe:)Linkage with utilities	x

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

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

- ❑ 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.

The provider agency staff assists the youth in working with the local Housing Authority as well as with searching the local newspapers for possible housing. The provider agency staff also assist the youth in contacting utility companies to set up services. The provider agency staff will also accompany youth on tours of potential housing opportunities.

- ❑ 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.

The cost of this service is primarily staff time and transportation. The service provider agency averages about three hours per youth.

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.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Room and Board		0	2	8	10
Total	\$5,000				

* 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.

The agency does not currently provide the youth with room and board.

- ❑ 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.

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

The provider agency will provide the youth funds for room and board costs.

- ❑ Describe how the costs to provide the activities are determined.
In FY 2009-10 the service provider agency was given ARRA funds from Community Action to provide \$500 to five youth to assist with room and board costs. The service provider agency is projecting that there will be 10 youth that will need assistance with room and board expenses at \$500.

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.

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

* Enter unduplicated youth count only.

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

100%	%
Individualized Svcs.	Group or Classroom Svcs.

- 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 service provider agency will take two youth to the IL Retreat.

- Describe how the costs to provide the activities are determined. This is an estimate of the cost for the travel, lodging, and staff time.

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	0

- Describe the indirect services provided by the county.
- 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.

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	
Program reporting costs	\$500
Equipment, training materials, supplies, postage, facility expenses	\$1500
IL and Youth Advisory Board related travel	
Other (describe:)	

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

The administrative costs are related to staff time in writing quarterly reports and entering information in to a database. There is also the cost of paper, cell phones, and other facility expenses.

- ❑ 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.
The costs were determined from administrative costs from FY 2009-10.

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:

- 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
2	2	0	2

Provide Justification for Column 2:

The Agency has assigned the LSI paralegal to the role of Accurint user. One agency supervisor will have the other user role.

Provide Justification for Column 3:

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. CAPS
 - 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)?
 - a. Interoperability – The system uses technology that is web-based and allows the efficient and secure exchange of information with other systems or components. CAPS is a web-based system and the agency has the ability to give other entities access to the database.
 - 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. CAPS is accessible to all workers and allows for direct input of real time information.
 - 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. CAPS accurately collects data. CAPS is assisting the county in the MCI process.
 - 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. CAPS is used by all caseworkers and supervisors for daily case management.
 - e. The system is compliant with DPW and/or Commonwealth Enterprise Standards and the system software code is public domain. YES.
3. How does the county's current system or transfer system support other critical business areas such as Financial Management and Administrative Functions? The agency is not currently using CAPS for the fiscal piece. The agency is in the process of testing the fiscal functions.
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 is able to send alerts to caseworkers and supervisors when Safety Assessments, FSP's, Risk Assessments, and other paperwork is due. The supervisors also use CAPS to track caseworker visitation.
5. How does the county plan support the reuse of existing IT assets? The county's plan is to replace desktops with lap tops to give the caseworkers the ability to be more mobile in the field.

If the county is requesting funding for ongoing or new development in their FY 2011-2012 ITG, the county must provide the following information. The county will continue to use CAPS and will not need funds for developing an new system.

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: _____

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