

DIRECTOR  
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**FREMONT COUNTY**  
**Department of Human Services**  
172 Justice Center Road  
Canon City, Colorado 81212

COUNTY BOARD  
Tim Payne Dist. 1  
Debbie Bell Dist. 2  
Dwayne McFall Dist. 3

**FREMONT COUNTY BOARD OF SOCIAL SERVICES MEETING**  
to be held at the  
**FREMONT COUNTY ADMINISTRATION BUILDING**  
615 Macon, Conference Room # 208  
Canon City, CO 81212  
**September 26, 2017 2:00 p.m.**

- I. Roll Call
- II. Approval of Minutes of August 29, 2017
- III. Approval of the Agenda
- IV. Consent Agenda
  - A. Warrant Log & EBT Transaction Log Listings
  - B. Canceled Warrants, Current & Prior Period
  - C. Monthly Expense
  - D. Accounts Receivable Write-Offs
- V. Approval of Financial & Caseload Reports
- VI. Director's Report
- VII. Old Business
  - A.
- VIII. New Business
  - A. 2017-2018 Chafee Plan Approval Ratification
  - B. November Change of Meeting Date to November 30, 2017 at 2:00pm
  - C.

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August 29, 2017  
2017 MEETING # 8

The Fremont County Board of Social Services (BOSS) met in Regular Session on Tuesday, August 29, 2017, in Conference Room 208 at the Fremont County Administration Building, 615 Macon, Canon City, Colorado. Chairman Payne called the meeting to order at 2:00 p.m. Those present included:

Tim Payne	Chairman	Present
Dwayne McFall	Chairman Pro Tem	Present
Debbie Bell	Treasurer	Present

Also present: Brenda Jackson, Fremont County Attorney, Sunny Bryant, Fremont County Manager, Steve Clifton, Director DHS, Stacie Kwitek-Russell, DHS, Kimberly Grondahl, DHS, and Linda Smith, DHS.

**MINUTES:** Board Member Bell moved, duly seconded by Board Member McFall, to accept the minutes of the July 25, 2017 meeting with no additions or deletions. Upon vote: Board Member Bell, aye; Board Member McFall, aye; Board Member Payne, aye. The motion carried.

**AGENDA:** Board Member McFall moved, duly seconded by Board Member Bell, to approve the agenda for the August 29, 2017 meeting with no additions or deletions. Upon vote: Board Member McFall, aye; Board Member Bell, aye; Board Member Payne, aye. The motion carried.

**CONSENT AGENDA:** Board Member Bell moved, duly seconded by Board Member McFall to approve the Consent Agenda:

1. Warrant Log and Electronic Benefit Transaction Listings
2. Canceled Warrants, Current and Prior Period
3. Monthly Expense
4. Account Receivable Write-off

Upon vote: Board Member Bell, aye; Board Member McFall, aye; Board Member Payne, aye. The motion carried.

**FINANCIAL/CASELOAD REPORT:** Following review and discussion of the financial reports and Food Assistance benefits issued and caseload growth, Board Member McFall moved, duly seconded by Board Member Bell, to accept the July financial and caseload reports. Upon vote: Board Member McFall, aye; Board Member Bell, aye; Board Member Payne, aye. The motion carried.

**DIRECTOR'S REPORT:** Steve Clifton provided a written report for the Board detailing his monthly activities, as well as responded to questions. Items discussed included:

- Social Work Awareness will be included in RE-1 High School Career Education programs, other areas will also be incorporated
- Assistance payment (AP) concerns with eligibility vacancies and solutions
- Vacant positions at DHS now currently filled
- Boys and Girls Club Mentoring Program had staff change; goal is 55 mentees for year 2017; mentoring provides positive role models for youth as well as social skill building; is prevention program; currently 47 youth involved in mentoring program, only 5 of those youth involved with DHS; program will pilot working with younger children during this school year

Board Member Bell moved, duly seconded by Board Member McFall, to accept the monthly Director's report. Upon vote: Board Member Bell, aye; Board Member McFall, aye; Board Member Payne, aye. The motion carried.

**WORKFORCE DEVELOPMENT SYSTEM MEMORANDUM OF UNDERSTANDING:** Following discussion, Board Member McFall moved, duly seconded by Board Member Bell, to authorize chairman to sign the Workforce Development System MOU. Upon vote: Board Member McFall, aye; Board Member Bell, aye; Board Member Payne, aye. The motion carried.

**DIGITIZATION PROPOSAL FOR ELECTRONIC DOCUMENT MANAGEMENT SYSTEM (EDMS):** Following proposal review and discussion regarding digitization costs, reimbursement and funding, Board Member Bell moved, duly seconded by Board Member McFall, to approve the digitization plan and payment during this budget year if possible. Upon vote: Board Member Bell, aye; Board Member McFall, aye; Board Member Payne, aye. The motion carried.

The meeting adjourned at 2:35 p.m.



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Chairman, Fremont County Board of Social Services

09/26/2017

Date



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Secretary

09/26/2017

Date

	BUDGET	NET MONTHLY EXPENSE	YEAR TO DATE EXPENSE	% OF BUDGET SPENT	EARNED REVENUE	YEAR TO DATE EARNED REVENUE	COUNTY SHARE OF EXPENSE	COUNTY BUDGET	% OF COUNTY BUDGET SPENT	LAST MONTH CASELOAD	THIS MONTH CASELOAD	CHANGE FROM PRIOR MO	AVERAGE MONTHLY CASELOAD
Regular Administration	1,448,658.00	126,572.41	980,080.78	67.85%	103,526.50	806,438.00	173,642.78	190,773.00	91.02%				
Program Administrations	5,779,992.00	410,237.42	3,399,312.26	58.81%	354,719.36	2,960,772.91	438,539.35	666,462.00	65.80%				
<b>Total Administration</b>	<b>7,228,650.00</b>	<b>536,809.83</b>	<b>4,379,748.58</b>	<b>60.59%</b>	<b>458,245.86</b>	<b>3,767,210.92</b>	<b>612,182.13</b>	<b>857,235.00</b>	<b>71.41%</b>				
<b>PROGRAMS:</b>													
Aid to the Blind	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%	0	0	0	0
Aid to the Needy Disabled	65,000.00	6,152.02	42,995.12	66.15%	0.00	0.00	42,995.12	65,000.00	66.15%	146	155	9	155
Chafee (ALIVE/E) Program	9,000.00	(491.12)	7,586.01	84.29%	(491.12)	7,586.01	0.00	0.00	0.00%				
Child Care	85,529.00	7,650.61	50,715.11	59.30%	0.00	0.00	50,715.11	85,529.00	59.30%	148	124	-24	124
Child Welfare Foster Care Program	414,522.00	32,833.73	253,697.64	61.20%	0.00	0.00	253,697.64	414,522.00	61.20%	179	176	-3	179
Core Services	9,000.00	74.89	4,647.47	51.64%	74.89	5,724.22	(1,076.75)	0.00	0.00%	152	148	-4	154
Employment First Program	0.00	(67.16)	(907.41)	0.00%	0.00	0.00	(907.41)	0.00	0.00%				
General Assistance	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Low Income Energy Assistance Program	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Medicaid Transportation	90,000.00	7,881.55	66,448.94	73.83%	7,881.55	66,448.94	0.00	0.00	0.00%	83	89	6	83
Old Age Pension	1,300.00	98.75	885.95	68.15%	0.00	0.00	885.95	1,300.00	68.15%	259	261	2	262
State Sponsored Meetings	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Temporary Assistance to Needy Families	433,981.00	15,635.65	101,613.08	23.41%	0.00	0.00	101,613.08	433,981.00	23.41%	314	311	-3	284
Misc. Programs & Expense	712,697.00	33,283.19	354,878.32	49.79%	49,271.59	385,958.26	(31,079.94)	835.00	-3722.15%				
Contingency	0.00	0.00	0.00	0.00%	16,066.76	126,197.77	(126,197.77)	(190,000.00)	66.42%				
<b>TOTAL:</b>	<b>9,049,679.00</b>	<b>639,861.94</b>	<b>5,262,308.81</b>	<b>58.15%</b>	<b>531,049.53</b>	<b>4,359,126.12</b>	<b>902,827.16</b>	<b>1,668,402.00</b>	<b>54.11%</b>				
<b>FOOD STAMPS</b>	0.00	836,225.00	6,559,001.00		836,225.00	6,559,001.00	0.00	0.00		3398	3,407	9	3374
<b>TOTAL:</b>	<b>9,049,679.00</b>	<b>1,476,086.94</b>	<b>11,821,309.81</b>		<b>1,367,274.53</b>	<b>10,918,127.12</b>	<b>902,827.16</b>	<b>1,668,402.00</b>					
<b>COUNTY SHARE RECEIVED</b>	<b>RECEIVED IN MONTH</b>	<b>RECEIVED YTD</b>	<b>COUNTY BUDGET</b>	<b>PERCENT RECEIVED</b>	<b>Total State Diversion Payments for Month</b>								
Current Property Tax	19,123.96	1,135,316.75	1,168,154.00	97.19%	<b>1</b>								
Other Local Tax	17,866.74	130,247.88	170,592.00	76.35%	<b>0</b>								
Countywide Cost Allocation	0.00	76,226.98	167,770.00	45.44%									
Other City Rev., Holdcm Rebate	0.00	0.00	0.00	0.00%									
Other Rev., Misc-incl. TANF Work Partic.	0.00	0.00	0.00	0.00%									
Prior Year Revenue	0.00	0.00	0.00	0.00%									
County Contingency	16,066.76	126,197.77	0.00	0.00%	SYF 09 close out								
Other Fin., Rtn of Crnty Share (TANF)	1,742.23	42,336.90	80,000.00	4591.82%									
<b>TOTAL COUNTY REVENUES RECEIVED</b>	<b>54,799.69</b>	<b>1,510,326.28</b>	<b>1,586,516.00</b>	<b>95.20%</b>									
	sum of tax, cost alloc & other rev	1,586,516.00	81,886.00										
	fund balance	1,668,402.00											

REGULAR ADMINISTRATION

PERSONAL SERVICES:

	BUDGET	NET MONTHLY EXPENSE	YEAR TO DATE EXPENSE	% OF BUDGET SPENT	EARNED REVENUE	YEAR TO DATE EARNED REVENUE	COUNTY SHARE OF EXPENSE	COUNTY BUDGET	% OF COUNTY BUDGET SPENT	LAST MONTH CASELOAD	THIS MONTH CASELOAD	CHANGE FROM PRIOR MO	AVERAGE MONTHLY CASELOAD
Salaries	1,470,798.00	122,935.48	988,213.62	67.19%									
Social Security	112,516.00	8,864.25	71,857.03	63.86%									
Retirement	44,124.00	3,443.03	27,337.44	61.96%									
Health & Life Insurance	233,931.00	22,187.91	165,128.58	70.59%									
Unemployment	4,412.00	368.82	2,964.63	67.19%									
Workers's Comp.	10,974.00	0.00	0.00	0.00%									
ADP Contract	3,000.00	0.00	0.00	0.00%									
Attorney	6,200.00	474.90	4,148.00	66.90%									
Psychological Exams	0.00	0.00	0.00	0.00%									
Travel, Meals, Registration	8,500.00	259.23	4,101.33	48.25%									
Indirect Cost Removal	(650,847.00)	(55,759.01)	(414,562.57)	63.70%									
<b>TOTAL PERSONAL SERVICES</b>	<b>1,243,608.00</b>	<b>102,774.61</b>	<b>849,188.06</b>	<b>68.28%</b>	<b>85,283.39</b>	<b>707,452.99</b>	<b>141,735.07</b>	<b>163,720.00</b>	<b>86.57%</b>				

OPERATING:

Advertising	500.00	0.00	865.01	173.00%									
Books/Subscriptions	1,500.00	0.00	672.08	44.81%									
Cost Allocation	8,000.00	6,045.81	6,045.81	75.57%									
Dues/Memberships	2,500.00	2,660.00	3,085.00	123.40%									
EBT Costs	16,800.00	822.50	6,487.66	38.62%									
Emp Mkt Analysts/Destruction of Recor	7,500.00	305.00	1,090.00	14.53%									
Equip. Maintenance	23,112.00	2,109.88	6,398.34	27.68%									
Equip. Rental	8,838.00	764.06	6,030.66	68.24%									
Office Supplies/Expense	32,400.00	2,156.72	15,487.55	47.80%									
Photography	0.00	0.00	0.00	0.00%									
Postage	6,500.00	405.42	2,697.20	41.50%									
Printing & Forms	300.00	790.00	1,809.00	603.00%									
Telephone	13,500.00	286.17	5,934.93	43.96%									
Expert Witness & Fingerprinting	0.00	0.00	197.50	0.00%									
Interpreter	0.00	0.00	0.00	0.00%									
Capital Outlay, Equipment	0.00	0.00	0.00	0.00%									
Sub-Total Operating:	121,450.00	16,345.56	56,800.74	46.77%	12,281.32	39,711.43	17,089.31	12,005.00	142.35%				

BUILDING:

Space/Utilities	0.00	0.00	0.00	0.00%									
Building Repair	0.00	0.00	21,010.66	0.00%									
Custodial Services	0.00	0.00	0.00	0.00%									
Maintenance, Building	3,600.00	0.00	998.88	27.75%									
Maintenance, Grounds	0.00	0.00	0.00	0.00%									
Utilities	80,000.00	7,452.24	52,082.44	65.10%									
Sub-Total Building:	83,600.00	7,452.24	74,091.98	88.63%	5,961.79	59,273.58	14,818.40	15,048.00	98.47%				
<b>TOTAL OPERATING</b>	<b>205,050.00</b>	<b>23,797.80</b>	<b>130,892.72</b>	<b>63.83%</b>	<b>18,243.11</b>	<b>98,985.01</b>	<b>31,907.71</b>	<b>27,053.00</b>	<b>117.95%</b>				
SYF-11 Closeout			980,080.78		103,526.50	806,438.00	173,642.78	190,773.00	91.02%				
<b>TOTAL REGULAR ADMIN.</b>	<b>1,448,658.00</b>	<b>126,572.41</b>	<b>980,080.78</b>	<b>67.65%</b>	<b>103,526.50</b>	<b>806,438.00</b>	<b>173,642.78</b>	<b>190,773.00</b>	<b>91.02%</b>				

AVERAGE MONTHLY CASELOAD  
 CHANGE FROM PRIOR MO  
 THIS MONTH CASELOAD  
 LAST MONTH CASELOAD  
 % OF COUNTY BUDGET SPENT

COUNTY BUDGET

COUNTY SHARE OF EXPENSE

YEAR TO DATE EXPENSE

% OF BUDGET SPENT

EARNED REVENUE

DATE EARNED REVENUE

COUNTY SHARE OF EXPENSE

COUNTY BUDGET

46.60%  
 49,281.00  
 22,966.07  
 91,864.14  
 10,534.23  
 91,864.14  
 22,966.07  
 49,281.00  
 46.60%

**PROGRAM ADMINISTRATIONS**

**Adult Protective Services Admin**

Salaries	137,243.00	7,019.90	62,733.20	45.71%					
Attorney	8,500.00	240.00	7,352.40	86.50%					
Social Security	10,499.00	527.03	4,724.12	45.00%					
Retirement	4,117.00	210.59	1,860.51	45.19%					
Health & Life Insurance	25,821.00	713.23	5,940.36	23.01%					
Unemployment	412.00	21.06	188.13	45.66%					
Worker's Comp	1,707.00	0.00	0.00	0.00%					
Travel	6,700.00	636.19	4,081.76	60.92%					
Space/Utilities	800.00	0.00	397.00	49.63%					
Operating	3,500.00	334.43	3,368.35	96.24%					
Client Service Funds	13,000.00	0.00	450.30	3.46%					
Indirect Costs	34,104.00	3,465.38	23,734.08	69.59%					
<b>Total APS Admin.</b>	<b>246,403.00</b>	<b>13,167.81</b>	<b>114,830.21</b>	<b>46.60%</b>	<b>10,534.23</b>	<b>91,864.14</b>	<b>22,966.07</b>	<b>49,281.00</b>	<b>46.60%</b>

**CHAFEE (Alive/E) Administration**

Salaries	52,380.00	4,626.29	37,178.13	70.98%					
Attorney	0.00	0.00	0.00	0.00%					
Social Security	4,007.00	326.80	2,621.75	65.43%					
Retirement	1,554.00	138.78	1,115.31	71.77%					
Health & Life Insurance	9,561.00	835.82	6,333.95	66.11%					
Unemployment	155.00	13.88	111.51	71.94%					
Worker's Comp	1,036.00	0.00	0.00	0.00%					
Travel	3,000.00	62.72	1,287.56	42.92%					
Space/Utilities	350.00	0.00	142.64	40.75%					
Operating	1,000.00	78.63	625.49	62.55%					
Contract Services	0.00	0.00	0.00	0.00%					
Indirect Costs	0.00	0.00	0.00	0.00%					
<b>Total Chafee Admin.</b>	<b>73,063.00</b>	<b>6,082.92</b>	<b>49,416.34</b>	<b>67.64%</b>	<b>6,082.92</b>	<b>49,416.34</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>

**Child Care Administration**

Salaries	47,831.00	3,257.04	25,858.49	54.06%					
Attorney	0.00	0.00	0.00	0.00%					
Social Security	3,659.00	213.67	1,698.35	46.42%					
Retirement	1,435.00	97.71	775.74	54.06%					
Health & Life Insurance	9,771.00	1,164.67	9,319.96	95.38%					
Unemployment	144.00	9.77	77.62	53.90%					
Worker's Comp	295.00	0.00	0.00	0.00%					
Travel	250.00	0.00	0.00	0.00%					
Space/Utilities	210.00	0.00	166.70	79.38%					
Operating	2,300.00	173.51	1,634.98	71.09%					
Contract Services	0.00	0.00	0.00	0.00%					
Indirect Costs	39,246.00	2,903.72	21,601.02	55.04%					
<b>Total Child Care Admin.</b>	<b>105,141.00</b>	<b>7,820.09</b>	<b>61,132.86</b>	<b>58.14%</b>	<b>7,820.09</b>	<b>61,132.86</b>	<b>0.00</b>	<b>0.00</b>	<b>#DIV/0!</b>

	BUDGET	NET MONTHLY EXPENSE	YEAR TO DATE EXPENSE	% OF BUDGET SPENT	EARNED REVENUE	YEAR TO DATE EARNED REVENUE	COUNTY SHARE OF EXPENSE	COUNTY BUDGET	% OF COUNTY BUDGET SPENT	LAST MONTH CASELOAD	THIS MONTH CASELOAD	CHANGE FROM PRIOR MO	AVERAGE MONTHLY CASELOAD
<b>Child Support Enforcement Admin.</b>													
Salaries	395,476.00	29,358.09	252,785.90	63.92%									
Attorney	20,000.00	0.00	2,248.00	11.24%									
Social Security	30,254.00	2,106.59	18,152.43	60.00%									
Retirement	11,864.00	882.67	7,522.49	63.41%									
Health & Life Insurance	77,813.00	7,017.83	56,105.08	72.10%									
Unemployment	1,186.00	88.93	761.50	64.21%									
Worker's Comp	2,108.00	0.00	0.00	0.00%									
Travel	1,600.00	4.08	1,550.60	96.91%									
Space/Utilities	1,850.00	0.00	1,603.45	86.67%									
Operating	27,100.00	2,122.02	19,983.75	73.74%									
Blood Tests	3,500.00	76.00	1,558.00	44.51%									
Indirect Cost	0.00	0.00	0.00	0.00%									
<b>Total CSE and Incentives</b>	<b>572,751.00</b>	<b>41,656.21</b>	<b>362,271.20</b>	<b>63.25%</b>	<b>27,628.26</b>	<b>263,337.50</b>	<b>98,993.70</b>	<b>104,380.00</b>	<b>94.78%</b>				
<b>Child Welfare 80/20 Admin.</b>													
Salaries	761,776.00	59,183.74	443,880.44	58.27%									
Attorney	275,000.00	11,560.62	137,480.10	49.99%									
Social Security	58,276.00	4,267.67	29,472.31	50.57%									
Retirement	22,568.00	975.31	5,693.13	25.23%									
Health & Life Insurance	174,439.00	10,547.30	66,887.64	38.34%									
Unemployment	2,257.00	177.49	1,217.03	53.92%									
Worker's Comp	11,144.00	0.00	0.00	0.00%									
Travel	34,000.00	4,024.46	25,485.77	74.96%									
Space/Utilities	4,700.00	0.00	4,476.96	95.25%									
Operating	35,000.00	3,767.39	52,087.95	148.82%									
Contract Services	5,000.00	0.00	0.00	0.00%									
Indirect Costs	414,524.00	38,211.13	277,150.67	66.86%									
<b>HB 1414-Salaries</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>835,065.51</b>	<b>208,766.49</b>	<b>359,737.00</b>	<b>58.03%</b>				
<b>IV-E Special Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>				
<b>Total Child Welfare 80/20</b>	<b>1,798,684.00</b>	<b>132,715.11</b>	<b>1,043,832.00</b>	<b>58.03%</b>	<b>106,172.09</b>	<b>835,065.51</b>	<b>208,766.49</b>	<b>359,737.00</b>	<b>58.03%</b>				
<b>Child Welfare 100% (ACLU) Admin.</b>													
Salaries	505,558.00	23,647.67	136,376.34	26.98%									
Attorney	0.00	0.00	0.00	0.00%									
Social Security	38,675.00	1,704.90	13,484.91	34.87%									
Retirement	14,942.00	709.40	5,030.69	33.67%									
Health & Life Insurance	107,835.00	4,593.38	34,836.38	32.31%									
Unemployment	1,494.00	70.92	555.97	37.21%									
Worker's Comp	7,319.00	0.00	0.00	0.00%									
Travel	14,000.00	722.00	3,353.34	23.95%									
Space/Utilities	0.00	0.00	0.00	0.00%									
Operating	500.00	62.44	499.12	99.82%									
Contract Services	0.00	10,318.81	105,380.62	0.00%									
Indirect Costs	5,337.00	427.60	3,392.74	63.57%									
<b>Total Child Welfare 100% (ACLU)</b>	<b>695,660.00</b>	<b>42,257.12</b>	<b>302,910.11</b>	<b>43.54%</b>	<b>42,257.12</b>	<b>302,910.11</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>				

	BUDGET	NET MONTHLY EXPENSE	YEAR TO DATE EXPENSE	% OF BUDGET SPENT	EARNED REVENUE	DATE EARNED REVENUE	COUNTY SHARE OF EXPENSE	COUNTY BUDGET	% OF COUNTY BUDGET SPENT	LAST MONTH CASELOAD	THIS MONTH CASELOAD	CHANGE FROM PRIOR MO	AVERAGE MONTHLY CASELOAD
<b>Core Services Admin</b>													
Salaries	676,097.00	49,160.95	361,588.50	53.48%									
Attorney	0.00	0.00	0.00	0.00%									
Social Security	51,722.00	3,544.63	26,257.15	50.77%									
Retirement	19,971.00	1,352.37	9,589.99	48.02%									
Health & Life Insurance	122,809.00	10,149.25	66,979.65	54.54%									
Unemployment	1,997.00	147.50	1,087.05	54.43%									
Worker's Comp	10,853.00	0.00	0.00	0.00%									
Travel	17,000.00	3,548.08	15,357.99	90.34%									
Space/Utilities	0.00	0.00	0.00	0.00%									
Operating	12,000.00	871.05	21,859.23	182.16%									
Contract Services	17,000.00	0.00	2,312.36	13.60%									
Indirect Costs	0.00	0.00	0.00	0.00%									
<b>Total Core Services / FPP</b>	<b>929,449.00</b>	<b>69,773.83</b>	<b>505,031.92</b>	<b>54.34%</b>	<b>63,188.34</b>	<b>453,722.41</b>	<b>51,309.51</b>	<b>71,835.00</b>	<b>71.43%</b>				
<b>Employment First Admin.</b>													
Salaries	0.00	0.00	0.00	0.00%									
Attorney	0.00	0.00	0.00	0.00%									
Social Security	0.00	0.00	0.00	0.00%									
Retirement	0.00	0.00	0.00	0.00%									
Health & Life Insurance	0.00	0.00	0.00	0.00%									
Unemployment	0.00	0.00	0.00	0.00%									
Worker's Comp	0.00	0.00	0.00	0.00%									
Travel	0.00	0.00	0.00	0.00%									
Space/Utilities	0.00	0.00	0.00	0.00%									
Operating	0.00	0.00	0.00	0.00%									
Contract Services	0.00	0.00	0.00	0.00%									
Indirect Costs	0.00	0.00	0.00	0.00%									
<b>Total Employment First</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>				
<b>Food Assistance Fraud Administration</b>													
Salaries	32,838.00	0.00	14,593.98	44.44%									
Attorney	0.00	0.00	0.00	0.00%									
Social Security	2,512.00	0.00	1,087.23	43.28%									
Retirement	985.00	0.00	437.84	44.45%									
Health & Life Insurance	5,418.00	0.00	2,363.87	43.63%									
Unemployment	99.00	0.00	43.80	44.24%									
Worker's Comp	372.00	0.00	0.00	0.00%									
Travel	400.00	0.00	530.23	132.56%									
Space/Utilities	0.00	0.00	0.00	0.00%									
Operating	750.00	0.00	72.20	9.63%									
Contract Services	0.00	0.00	0.00	0.00%									
Indirect Costs	0.00	0.00	0.00	0.00%									
<b>Total Fraud</b>	<b>43,374.00</b>	<b>0.00</b>	<b>19,129.15</b>	<b>44.10%</b>	<b>0.00</b>	<b>15,303.31</b>	<b>3,825.84</b>	<b>8,675.00</b>	<b>44.10%</b>				



PERCENT FOR MONTH:

2017

AUGUST

EXPENSES

NET MONTHLY EXPENSE

YEAR TO DATE EXPENSE

% OF BUDGET SPENT

EARNED REVENUE

YEAR TO DATE EARNED REVENUE

COUNTY SHARE OF EXPENSE

COUNTY BUDGET

% OF COUNTY BUDGET SPENT

LAST MONTH CASELOAD

THIS MONTH CASELOAD

CHANGE FROM PRIOR MO

AVERAGE MONTHLY CASELOAD

HB-1451 Collaborative Mgmt

Salaries	35,816.00	2,158.51	17,082.12	47.69%	5,860.23	41,170.32	0.00	0.00%
Attorney	0.00	0.00	0.00	0.00%				
Social Security	2,740.00	153.40	1,221.82	44.59%				
Retirement	1,074.00	64.75	512.46	47.72%				
Health & Life Insurance	11,116.00	669.52	4,853.57	43.66%				
Unemployment	107.00	6.48	51.27	47.92%				
Worker's Comp	716.00	0.00	0.00	0.00%				
Travel	1,200.00	0.00	721.74	60.15%				
Space/Utilities	0.00	0.00	0.00	0.00%				
Operating	2,665.00	7.71	10.71	0.40%				
Contract Services	3,000.00	0.00	6,412.82	213.76%				
Family Assistance & Mini Grants	26,000.00	2,799.86	10,303.81	39.63%				
<b>Total HB-1451 Collaborative Mgmt</b>	<b>84,434.00</b>	<b>5,860.23</b>	<b>41,170.32</b>	<b>48.76%</b>	<b>5,860.23</b>	<b>41,170.32</b>	<b>0.00</b>	<b>0.00%</b>

LEAP Admin & Outreach

Salaries	51,793.00	56.64	13,520.96	26.11%	483.53	25,284.53	0.00	0.00%
Attorney	0.00	0.00	0.00	0.00%				
Social Security	3,962.00	4.16	940.66	23.74%				
Retirement	1,554.00	1.70	55.53	3.57%				
Health & Life Insurance	363.00	8.36	5,364.93	1477.94%				
Unemployment	155.00	0.17	40.57	26.17%				
Worker's Comp	584.00	0.00	0.00	0.00%				
Travel	500.00	244.00	261.50	52.30%				
Space/Utilities	556.00	0.00	333.41	59.97%				
Operating	4,500.00	58.68	2,228.01	49.51%				
Contract Services	0.00	0.00	0.00	0.00%				
Indirect Costs	5,727.00	109.82	2,538.96	44.33%				
<b>Total LEAP Admin. / Outreach</b>	<b>69,694.00</b>	<b>483.53</b>	<b>25,284.53</b>	<b>36.28%</b>	<b>483.53</b>	<b>25,284.53</b>	<b>0.00</b>	<b>0.00%</b>

Options for Long Term Care Admin.

Salaries	343,948.00	26,560.34	226,753.90	65.93%	36,527.19	435,958.69	0.00	0.00%
Attorney	0.00	0.00	0.00	0.00%				
Social Security	26,312.00	1,929.48	16,487.64	62.66%				
Retirement	10,318.00	796.79	6,802.42	65.93%				
Health & Life Insurance	81,590.00	5,683.55	46,324.78	56.78%				
Unemployment	1,032.00	79.67	680.15	65.91%				
Worker's Comp	5,209.00	0.00	0.00	0.00%				
Travel	6,800.00	368.10	4,011.87	59.00%				
Space/Utilities	1,425.00	0.00	1,280.36	89.85%				
Operating	11,000.00	1,109.26	133,617.57	1214.71%				
Contract Services	0.00	0.00	0.00	0.00%				
Indirect Costs	0.00	0.00	0.00	0.00%				
<b>Total OLTC Admin.</b>	<b>487,634.00</b>	<b>36,527.19</b>	<b>435,958.69</b>	<b>89.40%</b>	<b>36,527.19</b>	<b>435,958.69</b>	<b>0.00</b>	<b>0.00%</b>

	BUDGET	NET MONTHLY EXPENSE	YEAR TO DATE EXPENSE	% OF BUDGET SPENT	EARNED REVENUE	YEAR TO DATE EARNED REVENUE	COUNTY SHARE OF EXPENSE	COUNTY BUDGET	% OF COUNTY BUDGET SPENT	LAST MONTH CASELOAD	THIS MONTH CASELOAD	CHANGE FROM PRIOR MO	AVERAGE MONTHLY CASELOAD
<b>Parental Fees Administration</b>													
Salaries	21,731.00	0.00	0.00	0.00%									
Attorney	0.00	0.00	0.00	0.00%									
Social Security	1,662.00	0.00	0.00	0.00%									
Retirement	652.00	0.00	0.00	0.00%									
Health & Life Insurance	20.00	0.00	0.00	0.00%									
Unemployment	65.00	0.00	0.00	0.00%									
Worker's Comp	87.00	0.00	0.00	0.00%									
Travel	350.00	0.00	0.00	0.00%									
Space/Utilities	100.00	0.00	0.00	0.00%									
Operating	36,250.00	28.24	58.76	0.16%									
Grant Matches	30,786.00	1,060.37	15,640.98	50.81%									
Contract Services	0.00	1,025.00	7,202.00	0.00%									
CW Kwik Stop	0.00	0.00	0.00	0.00%									
<b>Total Parental Fees Admin.</b>	<b>91,703.00</b>	<b>2,113.61</b>	<b>22,901.74</b>	<b>24.97%</b>	<b>2113.61</b>	<b>22,901.74</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>				
<b>Promoting Safe &amp; Stable Families Grant</b>													
Salaries	30,808.00	2,979.36	25,548.67	82.93%									
Attorney	0.00	0.00	0.00	0.00%									
Social Security	2,357.00	220.46	1,416.57	60.10%									
Retirement	898.00	0.00	(218.20)	-24.30%									
Health & Life Insurance	7,244.00	525.66	3,451.38	47.64%									
Unemployment	90.00	8.93	288.80	320.89%									
Worker's Comp	599.00	0.00	0.00	0.00%									
Travel	5,800.00	806.85	2,106.52	36.32%									
Space/Utilities	0.00	0.00	0.00	0.00%									
Operating	0.00	0.00	0.00	0.00%									
Contract Services	0.00	0.00	0.00	0.00%									
Indirect Costs	0.00	0.00	0.00	0.00%									
<b>Total PSSF Grant</b>	<b>47,796.00</b>	<b>4,541.26</b>	<b>32,593.74</b>	<b>68.19%</b>	<b>4,541.26</b>	<b>32,593.74</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>				
<b>TANF Administration</b>													
Salaries	251,955.00	23,243.90	199,718.86	79.27%									
Attorney	0.00	0.00	0.00	0.00%									
Social Security	19,274.00	1,670.17	14,411.85	74.77%									
Retirement	7,559.00	697.31	5,991.46	79.26%									
Health & Life Insurance	47,034.00	4,410.92	35,366.42	75.19%									
Unemployment	756.00	69.74	243.74	32.24%									
Worker's Comp	1,947.00	0.00	174.00	8.94%									
Travel	1,000.00	227.90	1,089.54	108.95%									
Space/Utilities	830.00	0.00	0.00	0.00%									
Operating	6,300.00	284.62	11,036.13	175.18%									
Contract Services	81,375.00	6,992.59	28,672.35	35.23%									
Indirect Costs	116,176.00	10,641.36	86,145.10	74.15%									
<b>Total TANF Admin.</b>	<b>534,206.00</b>	<b>48,238.51</b>	<b>382,849.45</b>	<b>71.67%</b>	<b>41,510.49</b>	<b>330,111.71</b>	<b>52,737.74</b>	<b>72,554.00</b>	<b>72.69%</b>				
<b>TOTAL PROGRAM ADMINISTRATIONS</b>	<b>5,779,992.00</b>	<b>410,237.42</b>	<b>3,399,312.26</b>	<b>58.81%</b>	<b>354,719.36</b>	<b>2,960,772.91</b>	<b>438,539.35</b>	<b>666,462.00</b>	<b>65.80%</b>				

	BUDGET	NET MONTHLY EXPENSE	YEAR TO DATE EXPENSE	% OF BUDGET SPENT	EARNED REVENUE	YEAR TO DATE EARNED REVENUE	COUNTY SHARE OF EXPENSE	COUNTY BUDGET	% OF COUNTY BUDGET SPENT	LAST MONTH CASELOAD	THIS MONTH CASELOAD	CHANGE FROM PRIOR MO	AVERAGE MONTHLY CASELOAD
<b>MISCELLANEOUS PROGRAMS AND EXPENSE</b>													
Medical Exams	500.00	0.00	0.00	0.00%	0.00	0.00	0.00	100.00	0.00%				
Case Services/Protective	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Grant Exp.-Adoption/Retention	1,500.00	0.00	1,292.01	86.13%	0.00	1,292.01	0.00	0.00	0.00%				
Grant Exp.-CCR Grant	134,022.00	0.00	80,873.05	60.34%	0.00	80,873.05	0.00	0.00	0.00%				
Grant Exp.-FIOG don	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Grant Exp.-Casey	0.00	0.00	425.00	0.00%	0.00	425.00	0.00	0.00	0.00%				
Grant Exp.-Child Welfare don	2,500.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Grant Exp.-Child Welfare Hotline	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Grant Exp.-EFF	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Grant Exp.-Infant Toddler Quality	20,000.00	2,204.00	11,157.00	55.79%	2,204.00	11,157.00	0.00	0.00	0.00%				
Grant Exp.-IV-E Waiver	450,750.00	27,212.48	228,284.79	50.65%	27,212.48	228,284.79	0.00	0.00	0.00%				
Grant Exp.- Pathways	37,050.00	3,148.77	23,665.91	63.88%	3,148.77	23,665.91	0.00	0.00	0.00%				
Grant Exp.- WSS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Grant Exp.- Misc	7,575.00	0.00	496.32	6.55%	0.00	496.32	0.00	0.00	0.00%				
IV-E First Year Expense	500.00	0.00	950.00	190.00%	0.00	950.00	0.00	0.00	0.00%				
IV-E Savings	33,000.00	658.00	3,649.39	11.06%	658.00	3,649.39	0.00	0.00	0.00%				
Workfare Incentives	5,000.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
Reserved for use	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00	0.00%				
N/R Administration	12,500.00	59.94	919.85	7.36%	0.00	0.00	919.85	12,500.00	7.36%				
Training, A/P-C/S	500.00	0.00	0.00	0.00%	0.00	0.00	0.00	335.00	0.00%				
Training, Title XX	5,500.00	0.00	3,165.00	57.55%	0.00	2,532.00	633.00	1,100.00	57.55%				
TANF Bunals	1,800.00	0.00	0.00	0.00%	0.00	0.00	0.00	1,800.00	0.00%				
Other, Spec. Needs, Fraud Inc.	0.00	0.00	0.00	0.00%	16,048.34	32,632.79	(32,632.79)	(15,000.00)	217.55%				
<b>Total Misc. Programs &amp; Expense</b>	<b>712,697.00</b>	<b>33,283.19</b>	<b>354,876.32</b>	<b>49.79%</b>	<b>49,271.59</b>	<b>385,958.26</b>	<b>(31,079.94)</b>	<b>835.00</b>	<b>-3722.15%</b>				

## 2017 Child Welfare Referrals

Month: **August**

Total Referrals	Number Assigned	% Assigned	Information & Referrals	% Unassigned
89	37	42%	52	58%

**Breakout by type of Allegation:**

Courtesy	1	2.70%
Court-Ordered Plmt/Service	0	0.00%
Delinquency	0	
Domestic Violence	0	
Emotional Abuse	0	
Intake Service Request	0	
Neglect	24	64.86%
OOHPE	0	
Physical Abuse	1	2.70%
Preliminary Investigation	5	13.51%
Relinquishment Counseling	0	
Sexual Abuse	4	10.81%
Welfare Check	0	
Youth in Conflict	2	5.41%
	37	100.00%

**PRANs:**

Y=	1	2.70%
N=	24	64.86%
FAR=	12	32.43%
Pending=	0	0.00%
	37	100.00%

## MONTHLY DIRECTOR'S REPORT

To: Board of Social Services  
 From: Steve Clifton  
 Month: September 2017

The Director's activities for the month are as follows:

09/05/17	Office visit with Stacie Kwitek-Russell on brief review of child welfare programs Office visit with Linda Smith regarding budget, allocations and personnel Office visit with Wanda Embrey-Goss to review child support collections and adult eligibility unit updates
09/06/17	Office visit with Wanda Embrey-Goss regarding a client concern Office visit with a child welfare supervisor regarding FEM and PRT for two clients Attend GoodNeighbor anniversary open house Reviewed four performance evaluation
09/07/17	Meeting with community individual to discuss adult service concerns Office visit with Wanda Embrey-Goss regarding a client letter
09/11/17	Attended Administrators Meeting to discuss interdivisional program issues and personnel matters Weekly meeting with Stacie Kwitek-Russell to discuss transition and miscellaneous issues Reviewed one performance evaluation
09/12/17	Office visit with Mick Stumph regarding a child welfare case and a personnel matter Office visit with Eligibility Intake Supervisor regarding two telephone calls on case concerns Met with two Medicaid workers
09/13/17	Meeting with Ventzi Guentchev regarding the sexual abuse program and planning for the future Telephone contact with client regarding Medicaid transportation Telephone contact with two clients on their Peak applications and eligibility Met with three child welfare supervisors Reviewed two performance evaluations
09/14/17	Attend BOSS Mid-Month Meeting Meeting with community individual regarding services for a special needs child
09/19/17	Office visit with Stacie Kwitek-Russell to discuss child welfare staff issue Meeting with Wanda Embrey-Goss to review concerns and transition Office visit Child Support Enforcement Supervisor regarding two performance evaluations and status update on child support collections
09/20/17	Reviewed three performance evaluations
09/21/17	Will meet with RE-1 and RE-2 Superintendents to discuss interagency updates and programming
09/25/17	Will attend Administrators Meeting to discuss interdivisional issues Will meet with Stacie Kwitek-Russell to discuss any concerns and transitional issues
09/26/17	Will meet with Wanda Embrey-Goss to review concerns and transition Will attend BOSS Monthly Meeting
09/29/17	Will attend meeting with Boys and Girls Club Executive Director

This concludes the Director's Report for the month. I will be happy to answer any questions at your convenience.



### REQUEST FOR STATE APPROVAL OF PLAN

Please complete all portions of the plan for the Chafee Foster Care Independence Program (CFCIP).

This CFCIP collaborative plan is hereby submitted for Fremont, (Host County), Chaffee, Custer and Teller Counties for the performance period of October 1, 2017 through September 30, 2018.

The Plan includes the following:

- o Completed and Signed "Request for State Approval" form
- o Completed "2017-2018 Program Plan Cover Page" form
- o Completed "Statement of Assurances" form
- o Completed "Narrative Summary and Program Description" form
- o Completed and Signed "Regional Collaborative MOU(s)" (if applicable)
- o Completed "Financial Pre-award Questionnaire" form
- o Completed "Budget and Budget Justification Form Workbook"
  - Completed "Population to be Served" Worksheet
  - Completed "Budget Template" Worksheet
  - Completed "Workload Worksheet" (for each worker)

This Chafee Foster Care Independence Program Collaborative Services Plan has been developed in accordance with State Department of Human Services rules and is hereby submitted to the Colorado Department of Human Services, Division of Child Welfare for approval. If the enclosed proposed Chafee Foster Care Independence Program Plan is approved, the plan will be administered in conformity with its provisions and the provisions of State Department Rules and plan requirements.

**Contact Information:**

**Primary Contact:**

Name: Brenda Rall Phone: 719-269-2039  
 Title: CFCIP Caseworker Email: brenda.rall@state.co.us

**Supervisor/Administrator Contact:**

Name: Mick Stumph Phone: 719-269-2041  
 Title: Family & Adult Services Administrator Email: michael.stumph@state.co.us

**Accounting Contact:**

Name: Kimberly Grondahl Phone: 719-269-2087  
 Title: Accountant Email: kimberly.grondahl@state.co.us

By signing below you verify that the information provided in this plan is correct and current and the county agrees to provide services in accordance with this plan. Your signature also acknowledges agreement to the statement of assurances found herein. If two or more counties propose this plan, the required signatures below are to be completed by each participant county. Please attach an additional signature page as needed.

  
 Signature, Director, County Department of Human Services 9-14-17  
DATE

  
 Signature, CHAIR, BOARD OF COUNTY COMMISSIONERS or Appointed Representative 9-14-17  
DATE



**COLORADO**

Office of Children,  
Youth & Families  
Division of Child Welfare

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM (CFCIP)  
2017-2018 PROGRAM PLAN COVER PAGE**

**Period of Performance: October 1, 2017 to September 30, 2018**

- Chafee Case Management and Support Services
- Education and Training Voucher (ETV) Services
- National Youth in Transition Data Base (NYTD) Services

**Host County Name: Fremont County Department of Human Services**

**Fiscal Agent: Fremont County**

**Host County DUNS Number: 780431743**

**Regional Chafee Collaborative Counties (*if any*)**

**Collaborative Counties:**

1. Chaffee County
2. Custer County
3. Teller County

**Contracted Agency Name (*if applicable*)**

**Name of Agency Contracted to Provide CFCIP Services on behalf of the County:**

**Agency Name: NA**

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN  
STATEMENT OF ASSURANCES**

Fremont (Host County), Chafee, Custer and Teller Counties assures that, upon approval of the Chafee Foster Care Independence Program Collaborative Services Plan and notice of funding, the following will be adhered to in the implementation of the CFCIP Collaborative Services Plan:

**Chafee Foster Care Independence Program - Federal and State Required Statement of Assurances:**

1. Funds shall be used exclusively for the purposes specified in the plan;
2. Funds shall not be used to supplant, duplicate, or replace existing child welfare funds and;
3. Funds shall not be used for county budget shortfalls;
4. Assistance and services shall be provided only to Chafee-eligible youth [PL 106-109, Section 477(b)(3)(A)] and [PL 110-351] on a voluntary basis;
5. Not more than 30 percent of the amounts allocated for CFCIP for a fiscal year (performance period) will be expended for room and board for youth who have left foster care because they have attained 18 years of age and have not attained 21 years of age [PL 106-109, Section 477(b)(3)(B)];
6. None of the amounts paid to the County Department from its Chafee award will be expended for room and board for any child who has not attained 18 years of age [PL 106-109, Section 477(b)(3)(C)];
7. The County Department will make every effort to coordinate the CFCIP program receiving funds with other Federal and State programs for youth (especially transitional living youth projects funded under part B of Title III of the Juvenile Justice and Delinquency Prevention Act of 1974), abstinence education programs, local housing programs, programs for disabled youth (especially sheltered workshops), and school-to-work programs offered by high schools or local workforce agencies [PL 106-109, Section 477(b)(3)(F)];
8. Youth participating in the program under this section will participate directly in designing their own program activities that prepare them for independent living and the youth will be required to accept personal responsibility for living up to their part of the program [PL 106-109, Section 477(b)(3)(H)];
9. The County Department will enter data on services into the State automated reporting system (Colorado Trails);
10. The County Department will assure that National Youth in Transitions Database (NYTD) program evaluation and youth survey requirements are met; and
11. Ensure all youth 18 to 21 have documents that demonstrate legal presence in the United States before CFCIP services are provided.

The County's Chafee Foster Care Independence Program (CFCIP) services plans are required to be approved annually. Given that services are not standardized across counties, it is important to provide detailed bullets of information about a County's projected services.

According to Volume 7, the Chafee Foster Care Independence Program (CFCIP) is a federally funded statewide independent living program that is county administered.

The purpose of the Chafee Foster Care Independence Program is to provide age appropriate independent living resources to youth in out-of-home care who are at risk of aging out of foster care.

These services shall supplement existing independent living resources and programs in county departments, residential child care facilities and child placement agencies, and by federal statute, shall not replace or duplicate existing services.

Chafee Foster Care Independence Program funds shall not be used for room and board for a youth under eighteen (18) years of age.



**7.305.41 County Responsibilities [Rev. eff. 11/1/15]**

- A. The designated host county department shall submit a county plan for State approval.
- B. The county department shall comply in format, content, and time lines with the instructions for Chafee Foster Care Independence Program plans as published by the State Department in an agency letter which will also contain required instructions for program and financial reporting.
- C. The county department shall administer the State approved plan in accordance with provisions of the plan.
- D. Funds shall be used exclusively for the purposes specified in the plan.
- E. County departments must submit amendments to approved plans when the county is proposing to add or delete a service to the plan. The county department shall submit amendments of the Chafee Foster Care Independence Program plan for approval to the State Department no less than thirty (30) business days before the amendment is to be effective.
- F. The county department shall consider the following factors, in the prioritization of Chafee services on an individual basis:
  - 1. Risk or history of human trafficking;
  - 2. Risk or history of homelessness;
  - 3. Whether the youth was emancipated from Child Welfare or exited the division of Youth Corrections after attaining age eighteen (18), or is expected to do so;
  - 4. Previous participation in Chafee services or transfer of services from another county or state;
  - 5. Enrollment and progress in educational programs, internships or apprenticeships;
  - 6. Enrollment and progress in workforce innovation and opportunity act programs or workforce development activities; and,
  - 7. Connection to permanent, supportive adults and personal support systems.

**7.305.42 Eligibility [Rev. eff. 11/1/15].** To be eligible for Chafee Foster Care Independence Program (CFCIP) services, the youth must:

- A. Meet Program Area 4, 5, or 6 target group eligibility requirements, in a non-secure setting, with the Division of Youth Corrections, or meet requirements for ongoing Chafee services in the state where the youth emancipated, was adopted or entered Relative Guardianship, if other than Colorado.
- B. Be at risk of aging out of foster care which includes youth:
  - 1. Currently in out-of-home care, fourteen (14) up to eighteen (21) years of age, and in out-of-home placement for a minimum of six (6) months if under age seventeen (17). Consecutive months are not required;
  - 2. Age sixteen (16) to twenty-one (21), who meet requirements for Relative Guardianship Assistance and entered Relative Guardianship on or after age sixteen (16);
  - 3. Age sixteen (16) to twenty-one (21), who meet requirements for Adoption Assistance and entered Adoption Assistance on or after age sixteen (16);
  - 4. Age eighteen (18) to twenty-one (21), who were in out-of-home care on their eighteenth (18th) birthday.
- C. Have a current Family Services Plan in the State Department's automated system. For youth who emancipated, were adopted or entered Relative Guardianship in another state, have documented verification of eligibility from the state where the youth's case was closed. For youth who entered into a Relative Guardianship or Adoption Assistance agreement at age sixteen (16) or older, the following may be used in lieu of a Family Services Plan:
  - 1. The Relative Guardianship or Adoption Assistance agreement; or,
  - 2. An Independent Living Plan developed on or prior to the eighteenth (18th) birthday.
- D. Participate on a voluntary basis. The youth may decide to refuse services, but shall be entitled to reconsider his or her choice and receive services at a later date.
- E. Follow the plan developed with the youth and the county department regarding participation in the Chafee Foster Care Independence Program.

*CFCIP Program eligibility shall be determined in accordance with up-to-date Volume 7 regulations throughout the service period.*

## NARRATIVE SUMMARY AND PROGRAM DESCRIPTION

### 1. Independent Living Programs and Services Overview

A) Briefly describe the county's independent living programs and services, including efforts to prepare youth in out-of-home care for transition from a structured environment to living on their own, and efforts to build life skills and self-sufficiency competencies.

*(Do not include Chafee services in this description)*

- The assigned primary caseworker will be responsible for completing, with the youth, the PART 4D: Independent Living/Emancipation Transition Plan, which is a part of the Family Services Plan (both worker and youth will sign and date the PART 4D).
- The youth also write their own self-sufficiency plan on how they will manage living independently after completion of their Independent Living Plan services.
- The self-sufficiency plan is unique to the youth and the primary caseworker will discuss and provide services to the youth in the areas the youth needs to learn about or improve in.
- The primary caseworkers utilize the Independent Living Activities Check Sheet which includes areas on permanency, housing, well-being, education and employment to keep them focused with their youth on the skills necessary for the youth to be successful with their emancipation out of foster care. The foster care coordinators also use the Independent Living Activities Check Sheet to assist the foster parents to teach youth in their care, the necessary independent living skills for successful emancipation. Some of these areas include: hands-on skills in home management such as laundry, meal planning and preparation, shopping, decision-making, problem solving, improving self-esteem, apartment hunting, personal safety, boundaries, healthy living education, car maintenance, career planning, interpersonal relationships, cleaning, budgeting which includes managing your resources and saving for future education/training or independence, job hunting skills such as filling out applications, interviewing, the college application process to include filling out grant applications, ETV and FAFSA applications.

B) Briefly describe how the county CFCIP program enhances services already provided by the county including what services have been put in place to work with CFCIP-eligible fourteen (14) year olds.

- The CFCIP worker meets monthly with each youth in DHS custody, or in the Adolescent Support Group in Fremont County, on a bi-monthly basis (ages 14 to 21). The CFCIP worker meets with the after-care youth every three months or as often as the youth requests, usually monthly. The Independent Living Activities Check Sheet that includes permanency, housing, well-being, education and employment is used to document and guide the CFCIP worker and youth with the required areas the youth will need to focus on in their independent skills building experience in the independent living classes. Many of the topics covered include applying for a job, interviewing, being a successful employee, meal planning,

shopping on a budget, entering into rental agreements, utilizing community resources, banking, personal hygiene, meeting medical needs, taxes, credit checks, etc. These topics are not just discussed, but practiced in the youth's foster homes and own homes. Youth are given homework from the Adolescent Support Groups to sharpen their skills. Said skills are also practiced during the bi-monthly Adolescent Support Groups. The after-care youth and CFCIP worker meet on an individual basis to help the youth improve and master independent living skills for successful living in their own place of residence.

- The CFCIP worker collaborates very closely with caseworkers and certification workers for county and CPA foster homes to stress the importance of their support and the support of the placement providers in reinforcing the use of these critical skills. Practice is emphasized!
- After the comprehensive CFCIP/IL Skills Assessment is administered to the youth by the CFCIP worker, the youth and the CFCIP worker jointly write a Chafee Foster Care Independence Program Plan for Transition to Independent Living. The CFCIP Plan for Transition to Independent Living guides the CFCIP worker and youth as to the skills the youth will need to learn or improve on to become an emancipated adult. A copy of the CFCIP/IL Skills Assessment is provided to the current foster parent and the caseworker so they are aware of the youth's skill levels and provide mentoring to the youth to improve said skills.

**2. Identification and Outreach:**

A) Describe in bulleted detail how the program will identify and engage youth eligible for Chafee services in each of the eligible populations.

Notes: Recommended Standards of Practice - Identification and Outreach Processes:

- 1) Monthly review the County's Trails R570 Adolescent Care Exceptions Report to determine eligible youth and contact the caseworker.
- 2) Periodically review ETV listings provided by the State to determine Chafee-eligible youth at local vocational programs and colleges in your county or region and offer support.

<b>CFCIP-Eligible Service Populations</b>	<b>Identification and Engagement Efforts</b>
<p>1) Youth, age 14 to 17, who have been in out-of-home care a minimum of 6 months, consecutive months not required (7.305.42(B)(1)).</p>	<ul style="list-style-type: none"> <li>• Identification and referrals received through Fremont, Teller, Chaffee &amp; Custer County Staff, DYC, ARD, Wrap-around providers, child placement agencies, foster care, SPRTC, &amp; community partners.</li> <li>• Self-referrals. Informational sessions/training with caseworkers in the Fremont County Region, foster parents, CPA'S, SPRTC,PCC, the Mountain College and community partners.</li> <li>• Post information on the Fremont County website.</li> <li>• The Fremont Region Chafee Program Pamphlet with contact and Chafee Program description distributed to area colleges, community partners, Probation, area high schools, and Fremont Region DHS Offices.</li> <li>• Every semester check with the State ETV Coordinator and get names of Fremont Region ETV students enrolled and make phone contact with them.</li> <li>• Monthly review the County's Trails R570 Adolescent Care Exceptions Report to determine eligible youth and make contact with the primary caseworker.</li> </ul>

	<ul style="list-style-type: none"> <li>• Run the Colorado Department of Human Services Trails Systems Report, Pathways to Success Transition Snapshot to make sure youth is eligible.</li> </ul>
<p>2) Youth, age 17 to 21, who have been in out-of-home care, no month requirement (7.305.42(B)(1)).</p>	<ul style="list-style-type: none"> <li>• Contact Fremont Region DHS Adoption and Foster Care Units to identify eligible youth and make appropriate contact with those youth.</li> <li>• Contact CPA Staff and SPRTC Staff to identify eligible youth and make appropriate contact with those youth.</li> <li>• Post eligibility Information on the DHS web site for self-referrals.</li> <li>• Post Fremont Region Chafee Pamphlet with community partners, PCC &amp; Mountain College. Conduct informational sessions/training with caseworkers in the Fremont County Region, region foster parents, CPA'S, SPRTC, PCC, the Mountain College and community partners.</li> <li>• Post eligibility information on the Fremont County website.</li> <li>• Every semester check with the State ETV Coordinator and get the names of all Fremont Region ETV students enrolled and make phone contact with those youth.</li> <li>• Every six months make phone contact with closed, but eligible/inactive youth and offer services.</li> <li>• Monthly, review the County's Trails R570 Adolescent Care Exceptions Report to determine eligible youth and contact the primary caseworker.</li> <li>• Monthly, review the County's Trails R570 Adolescent Care Exceptions Report to determine eligible youth and contact the caseworker.</li> <li>• Run the Colorado Department of Human Services Trails Systems Report, Pathways to Success Transition Snapshot to make sure youth is eligible.</li> </ul>
<p>3) Youth, age 16-21, who entered Adoption Assistance on or after age 16 (7.305.42(B)(3)).</p>	<ul style="list-style-type: none"> <li>• Informational sessions/training with caseworkers in the Fremont County Region, foster parents, CPA'S, SPRTC, PCC, the Mountain College and community partners.</li> <li>• Post information on the Fremont County website.</li> <li>• Every semester check with the State ETV Coordinator and get names of Fremont Region ETV students enrolled and make contact with them.</li> <li>• Every six months make contact with closed, but eligible/inactive youth and offer services.</li> <li>• Monthly, review the County's Trails R570 Adolescent Care Exceptions Report to determine eligible youth and contact the primary caseworker.</li> <li>• Run the Colorado Department of Human Services Trails Systems Report, Pathways to Success Transition Snapshot to make sure youth is eligible.</li> </ul>
<p>4) Youth, age 16-21, who entered Relative Guardianship Assistance on or after age 16 (7.305.42(B)(2)).</p>	<ul style="list-style-type: none"> <li>• Contact Fremont Region Pueblo Community College and Mountain College in Buena Vista and provide outreach/training for ETV qualified youth.</li> <li>• Create Teen Self Sufficiency Program at PCC/Mountain College in Buena Vista.</li> <li>• Post information on Fremont Region website.</li> <li>• Distribute the Fremont Region Chafee Program Pamphlet with</li> </ul>

	<p>contact and Chafee Program description in area colleges, community partners, Probation, and Region DHS offices.</p> <ul style="list-style-type: none"> <li>• Every semester check with the State ETV Coordinator and get names of Fremont Region ETV students enrolled and make phone contact with them.</li> <li>• Every six months make contact with closed, but eligible/inactive youth and offer services.</li> <li>• Monthly, review the County's Trails R570 Adolescent Care Exceptions Report to determine eligible youth and contact the caseworker.</li> <li>• Run the Colorado Department of Human Services Trails Systems Report, Pathways to Success Transition Snapshot to make sure youth is eligible.</li> </ul>
<p>5) Young adults, age 18-21, who were in out-of-home care on their 18<sup>th</sup> birthday (7.305.42(B)(4)).</p>	<ul style="list-style-type: none"> <li>• Schedule informational sessions/training with NYC Staff.</li> <li>• Post information on the Fremont County Region website.</li> <li>• Supply PCC &amp; Mountain College with Chafee Pamphlets/Program contact information.</li> <li>• Contact Fremont Region Pueblo Community College and Mountain College in Buena Vista and provide outreach/training for ETV qualified youth.</li> <li>• Every semester check with the State ETV Coordinator and get names of Fremont Region ETV students enrolled and make contact with them.</li> <li>• Every six months contact closed, but eligible/inactive youth and offer services.</li> <li>• Monthly, review the County's Trails R570 Adolescent Care Exceptions Report to determine eligible youth and contact the primary caseworker.</li> <li>• Run the Colorado Department of Human Services Trails Systems Report, Pathways to Success Transition Snapshot to make sure youth is eligible.</li> </ul>
<p>6) Youth, age 14-21, who meet community placement requirements for the Division of Youth Corrections, and were in community placement for a minimum of 6 months, consecutive months not required; or were in community placement in an unlocked facility on their 18<sup>th</sup> birthday (7.305.42(A)).</p>	<ul style="list-style-type: none"> <li>• Schedule informational sessions/training with NYC Staff.</li> <li>• Post information on the Fremont County Region website.</li> <li>• Run the Colorado Department of Human Services Trails Systems Report, Pathways to Success Transition Snapshot to make sure youth is eligible.</li> </ul>

B) Describe (in bulleted format) how the county will verify a youth meets the citizenship or qualified alien requirements before accessing CFCIP services.

- In adherence to the Agency Letter regarding HB065-1023, the CFCIP worker will obtain one of the required documents and have the youth sign the attached form to verify lawful presence in the United States.
- This is for all the Chafee youth being served.
- The CFCIP worker assists youth in obtaining their vital documents to verify citizenship.

- C) Describe the county's procedures for prioritizing services in the event that demand for services exceeds your programs capacity. Address how the following factors will be considered in prioritization of services.

- *1st Priority: Homeless youth or those at risk of homelessness are priority one. Safety for the youth is very important in this region.*
- *2nd Priority: This region has only documented one youth that was exposed to human trafficking; but that youth was immediately opened for services when her needs were reported to the CFCIP.*
- *3rd Priority: Teller, Custer, and Chaffee County youth have priority over Fremont youth as their local safety services for these homeless youth are lacking or very minimal. (Inclement weather, in the higher mountain regions seriously jeopardizes the safety and wellbeing of these youth.)*
- *4th Priority: Previous participation in Chafee services and transfer of services from another county or state. (If not homeless or at risk).*
- *5th Priority: Emancipation or risk of emancipation from child welfare or exit from the Division of Youth Corrections after age eighteen. Risk of safety would be evaluated.*
- *6th Priority: Enrollment and progress in educational activities, internships, apprenticeships, enrollment and progress in workforce development opportunities. Risk of safety would determine higher priority for this population of youth.*

3. Program Narrative: *Describe in bulleted detail and short summary how the program will design and deliver individualized services to achieve the purposes below.*

A) Legal permanency and lifelong connections

- 1) Describe how the County child welfare agency will help young people identify, develop, and strengthen relationships with family, kin, mentors, and other supportive adults through the course of normal casework practice for youth who continue to have ongoing involvement with Child Welfare.
  - This process begins at the initial staffing to complete the Transition to Independence Plan. Youth identify important adults in their lives who could be accessed to provide support, and then the CFCIP worker helps youth develop these relationships into life lasting relationships. The CFCIP worker will maintain a collaborative relationship with the mentoring coordinators in the designated communities to assist in the development of these relationships. If youth do not have sufficient support systems, they are referred to mentoring programs, faith partners, community volunteer clubs, and to other aftercare groups with other Chafee youth that find themselves in an outreach role.
  - The CFCIP worker will maintain a collaborative relationship with the mentoring coordinators in the designated communities to assist in the development of these relationships.
- 2) Describe how the CFCIP program will serve as a support, rather than a replacement to the efforts described in question 1 above, including your program's use of the Youth Connections Scale and other tools to support the development of lifelong connections.

- The CFCIP worker emphasizes with the caseworkers, foster parents and certification workers just how critical it is for the youth to develop lifelong connections. The Youth Connections Scale will be completed by the youth and CFCIP worker. Caseworkers may also use the Youth Connections Scale with youth who will be participating in Family Engagement Meetings and Permanency Roundtable Meetings.
- 3) For Chafee eligible youth who have aged out of foster care, describe how your CFCIP program will help young people identify, develop and strengthen relationships with family, kin, mentors, and other supportive adults, including your program's use of the Youth Connections Scale and other tools to support the development of lifelong connections.
- The CFCIP worker will maintain a collaborative relationship with the mentoring coordinators in the designated communities to assist in the development of these relationships. The CFCIP worker will assist youth as needed and or requested with this process. The Youth Connections Scale will be completed by the youth and CFCIP worker. Caseworkers may also use the Youth Connections Scale with youth who will be participating in Family Engagement Meetings and Permanency Roundtable Meetings.

**B) Wellbeing**

- 1) Describe the services the program will provide to help youth meet their physical, dental and mental health needs. Include your program's efforts to educate and enroll youth in Former Foster Care Medicaid.
- The CFCIP worker networks with other agencies that have mental health and D&A programs such as, Solvista Health, Gateway to Success and Rocky Mountain Behavioral Health, who all accept Medicaid.
  - The Chafee Program is a relationship based program, so the worker frequently addresses the issues of healthy relationships and coping skills on a "one to one" basis with the youth.
  - Youth are provided a list of available local medical and dental resources who take Medicaid. Annually the Colorado Mission of Mercy (COMOM) provides a large-scale dental clinic in which dental services are provided at no cost for individuals who cannot afford dental care. Approximately 800 patients are seen each day at the dental clinic. The dental services provided by COMOM included cleaning, fillings, root canal treatments, extractions and instruction on how to care for your teeth. The CFCIP worker makes sure the Chafee youth get information on this valuable resource in our community.
  - The CFCIP worker refers the youth to appropriate community agencies such as the Family Crisis Center, Fremont County Family Center, Fremont County Public Health and Environment, the National Alliance on Mental Illness, Loaves and Fishes, and our faith bases partners to address issues such as dating violence, parenthood, domestic violence, substance abuse, and mental illness. The youth will be referred to the Colorado Coalition Against

Domestic Violence. This statewide, nonprofit coalition of domestic violence service providers, allied programs and individuals work towards ending domestic violence.

- The CFCIP worker will refer the youth to the Family Resource Center of Fremont County. This website offers a comprehensive listing of agencies, services and activities in Fremont County for children, youth and families.
  - The CFCIP worker will refer the youth to the local clinics for minor medical needs. The clinics in the Fremont Region accept Medicaid.
- 2) Describe the services the program will provide to help young people make informed sexual health decisions and meet their sexual health needs.
- The CFCIP worker links with the local nursing service agencies that provide sex education courses, STD, Pregnancy Prevention Classes and other issues on healthy choices. The CFCIP worker also addresses sexual health education with the youth in our bi-monthly Adolescent Support Groups. After-care youth and the CFCIP worker address these issues on an individual basis.
  - Youth are also referred to the Canon City Pregnancy Center, Fremont County Public Health and Environment and the Adolescent Pregnancy Prevention Project for services and information.
- 3) Describe the services and supports the program will provide to young people who are pregnant and parenting.
- The CFCIP worker links with the local nursing service agencies that provide sex education courses, STD, Pregnancy Prevent Classes and other issues on healthy choices. The CFCIP worker also addresses sexual health education with the youth in our bi-monthly Adolescent Support Groups. After-care youth and the CFCIP worker address these issues on an individual basis.
  - Youth are also referred to the Canon City Pregnancy Center and the Fremont County Public Health and Environment Office for services and information.
  - Youth are referred to the Partners in Parenting Education Program. This program is for pregnant and parenting teens with children ages birth to three.
  - Youth are referred to our local Early Head Start Program. This program has the First steps Parents as Teachers Program, Bright Beginnings Program and various other programs for pregnant women and families with children birth to five. Other outreach services are the Fremont County Family Center, Project ECHO screening, and various community churches.
  - The youth are referred to the Children First Program. This program offers child care resource referrals and parental education about quality/safe child care in our community.
- 4) Describe the services the program will provide to help young people make healthy relationship decisions.
- The CFCIP worker links with the local nursing service agencies that provide



sex education courses, STD, Pregnancy Prevent Classes and other issues on healthy choices. The CFCIP worker also addresses sexual health education with the youth in our bi-monthly Adolescent Support Groups. After-care youth and the CFCIP worker address these issues on an individual basis.

- Youth are also referred to the Canon City Pregnancy Center and Fremont County Family Center for services and information.
- Youth are referred to the Partners in Parenting Education Program. This program is for pregnant and parenting teens with children ages birth to three.
- Youth are referred to our local Early Head Start Program. This program has the First steps Parents as Teachers Program, Bright Beginnings Program and various other programs for pregnant women and families with children birth to five.
- The CFCIP worker also refers youth to the Family Crisis Center for information and counseling of domestic violence in dating relationships. A worker from the Family Crisis Center comes to our Adolescent Support meetings every six months to speak to the Chafee youth about healthy dating, family and friendship relationships.

5) Describe the services the program will provide to help young people make healthy lifestyle decisions.

- The CFCIP worker links with the local nursing service agencies that provide sex education courses, STD, Pregnancy Prevent Classes and other issues on healthy choices and relationships. The CFCIP worker also addresses healthy relationship education and with the youth in our bi-monthly Adolescent Support Groups. After-care youth and the CFCIP worker address these issues on an individual basis.
- Youth are also referred to the Teen Hot Line, the County Nursing Services, Upper Arkansas Area Council of Governments, Rocky Mountain Behavioral Health, Gateway to Success, Solvista Health, Accent on Life, Caring Connections, the Child Advocacy Center, Family Crisis Services, and the Canon City Pregnancy Center for services and information. Speakers from these agencies are also utilized in our bi-monthly Adolescent Support Groups to come to the groups and speak to the youth about healthy relationships.
- After-care youth are invited to our Bi-monthly Adolescent Support Groups to attend special speaker presentations, if interested.

6) Describe how your program will collaborate with family, kin, mentors, other supportive adults, community health and mental health centers, and community partners to support the wellbeing of young people in the program.

- The CFCIP worker will present at local organizations, churches, clubs, and agencies to develop partnerships that will benefit the youth we serve.
- This could be a collaboration that results in mentors, hard services or support for the youth.
- The Chafee Program is committed to providing opportunities and resources to foster care youth, so that they can make a successful transition into adulthood.

- The region's renewed focus on emancipation and self-sufficiency emphasizes a coordinated effort across the four counties.
  - The Region also centers its attention on education, employment, career development, and life skills for all teens linked in any way to our agencies.
  - This is aimed at providing services in partnership with the teens themselves, which promotes a positive and successful transition into adulthood.
- 7) Describe how your program will collaboratively serve young people with physical and developmental disabilities.
- Star Point, Center for Disabilities, SWAP, Division of Vocational Rehabilitation Services, Fremont County Family Center, Goodwill Industries, Inc., Loaves and Fishes and the New Horizons Ministries Thrift Store, Fremont County Public Health and Environment are resources the CFCIP worker has developed relationships with whom she can refer youth with physical and developmental disabilities to that help with support and services for these youth.
- 8) Describe how the program will support the cultural and linguistic needs of the young people you serve and unique ways in which your program will serve young people with varying racial and ethnic backgrounds, sexual orientations, and gender identities.
- After the comprehensive CFCIP/IL Skills Assessment is administered to the youth by the CFCIP worker, the youth and the CFCIP worker jointly write a Chafee Foster Care Independence Program Plan for Transition to Independent Living.
  - Cultural and linguistic needs are addressed in the Preliminary Questions Packet that the youth complete with the CFCIP worker when Chafee services are opened for the youth. Racial and ethnic backgrounds, sexual orientation and gender identities are addressed and celebrated throughout the entire life of the Chafee case and Chafee services that are provided for the youth.
  - Youth are invited to attend groups and training opportunities at the state level and in our community. Said trainings address racial and ethnic backgrounds, sexual orientation and gender identities education that is very beneficial to all the youth who attend these trainings. The CFCIP worker seeks all training opportunities for our Chafee youth in all independent living areas to assist this population with the special needs and challenges they face. These training opportunities also offer the youth who do not face these challenges in their own life, to help them understand the differences in these populations have, so tolerance can be achieved.

**C) Safe and stable housing**

- 1) Describe how the county uses Independent Living Arrangements (ILA) and other transitional living services to help youth develop self-sufficiency skills prior to emancipation. Address any ways in which the county uses ILA to support connections with supportive adults.

- This process begins in the initial staffing to complete the Transition to Independence Plan. Youth identify important adults in their lives who could be accessed to provide support, and then the CFCIP worker helps them develop these relationships into lasting life. The CFCIP worker will maintain a collaborative relationship with the mentoring coordinators in the designated communities to assist in the development of these relationships.
- The Youth Connections Scale is a wonderful tool that is used with the Chafee youth to determine kin and permanent adult connections the youth may have.
- If youth do not have sufficient support systems, they are referred to mentoring programs, faith partners, community volunteer clubs, and to other aftercare groups with other Chafee youth that find themselves in an outreach role.
- The CFCIP worker emphasizes with the caseworkers, foster parents and certification workers just how critical it is for the youth to develop lifelong connections.
- The CFCIP worker will maintain a collaborative relationship with the mentoring coordinators in the designated communities to assist in the development of these relationships.
- The CFCIP worker collaborates very closely with caseworkers and certification workers for county and CPA foster homes to stress the importance of their support and the support of the placement providers in reinforcing the use of these critical skills. Practice is emphasized!
- Housing for young adults 18-21 year olds who emancipated from foster care on or after their 18<sup>th</sup> birthday. These funds may be used for deposits and/or rent. The maximum amount per month will not exceed the maximum amount of the state child maintenance rate, plus a maximum of \$ 83 to provide additional shelter beyond the maintenance allowance. A youth receiving this assistance will be limited to two months, in extenuating circumstances; an exception may be obtained with the written permission of the Services Administrator for additional funding. In no case will total expenditures in this area exceed 30% of the total of the grant.
- Supportive Services are for all populations designated in this plan. See chart on labeled "Purchase of Service". Services are paid through a voucher system and may include any of the following:
  - *birth certificates*
  - *portfolios for youth's important documents*
  - *birthday gifts and other incentives*
  - *independent living "start-up" supplies*
  - *work uniforms, gas, car repairs and other needed items for employment*

- 2) Describe the housing supports, including financial assistance (fees, deposits, rental assistance, and emergency funds), referral services, and assistance locating housing, the program will provide to help youth secure safe and stable housing.

This year we received more FUP slots to place more homeless Chafee youth into their own safe and sanitary apartment. All slots were filled, but some vouchers were reassigned because of youth's failure to comply with their leases, were incarcerated, or relinquished the FUP Vouchers. The FUP Program through our local UAACOG provided funding for housing for the region's homeless youth. The youth's rental fee was based on 30% of their income. Some of the youth had no income, so their rental was a flat fee of \$25.00 per month. The FUP Program had no financial support for deposits available, so the Chafee Program paid for the majority of the deposits to get these youth off the streets. The CFCIP worker assisted all the youth in getting signed up for Food Stamps and community resources. All the youth did qualify for Food Stamps and the Colorado Works Program at various levels of services. The CFCIP worker along with individuals and various community service organizations donated food and household items to the youth to supply their apartments with needed items. Some of the furniture and household supplies were paid for by Chafee funding. This region has no emergency funding resources for these youth other than SEA funds, which can be used for those youth who still have their child welfare cases open and have these funds available. We still have the one apartment complex owner who makes it possible for the youth to occupy a one bedroom apartment each, for the set rate of \$500.00 per month, which includes utilities. The FUP Program has a budget limit of \$579.00 per month, including utilities for the youth. Some youth had income, so they were able to add some of their own financing to find more expensive housing at the monthly rate of \$555.00, plus utilities. One youth was married and had two children, one over the age of three, so he was allowed \$640.00 for his housing budget by FUP. All the housing was inspected by the FUP staff and passed the safe and sanitary housing standards for these youth.

- 3) Briefly describe barriers to securing safe and stable housing in the communities you serve and efforts your county is engaged in to address those barriers.

The average one bedroom apartment in safe living condition in the Fremont Region ranges from \$610.00 to \$750.00 per month. The jobs that most of our Chafee Youth can secure can only afford them an apartment in the \$300 to \$450 per month range, with all utilities paid. Because Fremont County has a large prison employee population, most housing is tailored to state and federal level salaries which are two and three times the hourly rate that a beginning Chafee youth would be expected to earn. So, the landlords in our region have nice one bedroom apartments, but they are way out of a Chafee youth's budget range. The apartments the Chafee youth find, and they are hard to find, are usually slum like, unsafe and small one room apartments. In Teller and Custer Counties the housing for our Chafee youth is very minimal. In Chaffee and Fremont Counties the housing for our Chafee youth to select from are not safe and slum like. The landlords in this region do not like to rent to new independent living foster youth who make minimum wage and have part time employment. They can be very particular about who they rent to because our middle class wage earning

population grossly outweighs our minimum wage population. Some of the less pricey apartments are located in rural out of town locations and the youth do not have the transportation resources for these apartments. In Chaffee County the cost of living is very high due to the large amount of middle to upper class incomes of their retired population.

- 4) Describe ways in which the program will collaborate with family, kin, mentors, supportive adults, housing authorities, or community partners to help young people secure safe and stable housing.

The CFCIP worker presents at local organizations, churches, clubs, and agencies to develop partnerships that will benefit the youth we serve. This could be a collaboration that results in mentors, hard services or support for the youth.

The Chafee Program is committed to providing opportunities and resources to foster care youth, so that they can make a successful transition into adulthood. The region's renewed focus on emancipation and self-sufficiency emphasizes a coordinated effort across the four counties. The region centers its attention on education, employment, career development, and life skills for all teens linked in any way to our agencies.

This is aimed at providing services in partnership with the teens themselves, which promotes a positive and successful transition into adulthood. The CFCIP grant cannot provide for everything the youth will need to be successful in their emancipation, but we can achieve our goals using all available resources and looking to private and public partnerships to maximize what the program can accomplish for our youth. Guest speakers in our community are very helpful to add their expertise to our Adolescent Groups.

- 5) Describe the status of the county and CFCIPs partnerships with local runaway and homeless youth (RHY) providers, and/or continuums of care (CoC) including efforts underway, through those partnerships, to prevent youth from discharging from foster care to a homeless shelter facility.

This region does not have any local runaway and homeless youth (RHY) providers for youth under the age of 18. We do have a homeless shelter in Fremont County for the adult homeless. In our region we take advantage of our Family Engagement Meetings and our Permanency Round Table Meetings to start planning for the future housing and emancipation plans for youth at least six months before their emancipation date from foster care. These meetings are used to plan and assign in detailed action steps that are required for the youth and permanency team members to follow and accomplish before the youth is emancipated from foster care. These Permanency Round Table meetings include the caseworker, External Consultant, Admin/Manager, Internal Consultant, Scribe, Supervisor, and Master Practitioner/Facilitator, Guardian ad-litem, Chafee worker and the youth.

- 6) Describe the status of the County and CFCIPs efforts to reengage youth who may be receiving services through an RHY provider and are Chafee Eligible, and/or may be on the run from foster care.

Chafee eligible youth who are or may be on the run from foster care are put on a list that is updated daily by email and sent to all involved workers. The CFCIP worker is

updated by email by the on-going caseworker as circumstances change for the youth on run status.

D) Secondary educational attainment

1) Describe how the program will support or encourage young people as they work to complete their high school diploma or GED.

- CFCIP worker will address with the students the available school supports such as tutoring and early remediation in math and composition.
- CFCIP worker will encourage participation in dual enrollment programs for early college credit.
- CFCIP worker will encourage rigorous course loads that lead to college readiness.
- Education incentive support for 14 to 18 year olds.
  - *cost of GED testing*
  - *assistance with graduation supplies, i.e.,*
  - *announcements, cap and gown, or*
  - *purchase of yearbook, class ring or*
  - *assistance with graduation pictures up to a total of \$200.00 per student*
  - *graduation gifts*
  - *relevant school fees*
  - *talk to identified youth about the incentives for receiving secondary education, such as being eligible to attend the Celebration of Educational Excellence, ETV and FAFSA for college*

2) Describe ways in which the program will collaborate with family, kin, mentors, supportive adults, and education and community partners to support the achievement of high school diplomas or GEDs by youth in your program.

- The CFCIP worker will present at local organizations, churches, clubs, and agencies to develop partnerships that will benefit the youth we serve.
- This could be a collaboration that results in mentors, hard services or support for the youth.
- The Chafee Program is committed to providing opportunities and resources to foster care youth, so that they can make a successful transition into adulthood by obtaining their GED's and high school diplomas.
- The region's renewed focus on emancipation and self-sufficiency emphasizes a coordinated effort across the four counties.
- The Region's centers its attention on education, employment, career development, and life skills for all teens linked in any way to our agencies.
- This is aimed at providing services in partnership with the teens themselves, which promotes a positive and successful transition into adulthood.
- The CFCIP grant cannot provide for everything the youth will need to be successful in their emancipation, but we can achieve our goals using all

available resources and looking to family, private and public partnerships to maximize what the program can accomplish for our youth.

- Guest speakers in our community are very helpful to add their expertise to our Adolescent Support Groups.
- The Celebration of Educational Excellence is also an exceptional celebration that is held in Denver by the State Chafee Services. Youth who earn their GED's and high school diplomas are invited to celebration. The celebration is geared to give thanks and acknowledgment for the youth's accomplishments in education; every June. The youth who attend the celebration are given a wonderful dinner, entertainment by previous successful Chafee youth from around Colorado, prizes, a certificate of accomplishment from the governor and a lap top computer. Every year the youth who attend the celebration are very thankful for the state acknowledgment.

**E) Post-secondary training and educational attainment**

1) Describe how the program will support and encourage young people as they work to complete their postsecondary educational goals.

- If youth are interested in a college plan, the CFCIP Worker diligently works with them to find the college that is best suited to their needs and wishes.
- The CFCIP worker will assist the youth to obtain the financial aid to make a college education possible.
- The CFCIP worker will attend college visits with the youth, assist with internet searches, and assist the youth with the application process.
- The CFCIP worker helps the youth with career and college exploration and placement by assisting the youth to prepare (tutoring) for the Accuplacer Basic Skills and Assessment Test used by the PCC Student Success Center to place our beginning youth in the appropriate level of college classes.
- The CFCIP worker is dedicated to seeking out and finding youth eligible for the Educational Training Voucher. The CFCIP worker feels seeking financial resources for the youth is a priority to the youth's educational success.
- The CFCIP worker will present information to foster parents at one of the monthly support meetings about the Chafee Program, which will include information on the ETV and FAFSA process.
- The CFCIP worker will run the youth in the Colorado Department of Human Services Trails System Report –Pathways to Success Transition Snapshot to make sure the youth is eligible for the ETV Program.
- Brochures about the Chafee Program will be placed at the local colleges, schools and Workforce Centers.
- Presentations by the CFCIP worker along with brochures will be provided to all foster parents and CPA's.
- Chafee Program information from Quarterly Chafee Meetings will be shared with the caseworkers in the region.
- The CFCIP worker will advocate with the colleges involved, to get the appropriate paperwork completed to receive appropriate funding for the youth

and provide the educational institution with critical documents to establish financial aid for our previous foster youth.

- CFCIP worker and appropriate youth will participate in the Celebration of Educational Excellence.
- CFCIP worker will complete the verification letter of previous foster care placement, supporting the waiving of any fees and the need for work study consideration, or any necessary special needs fees (housing, enrollment, orientation deposits, etc.).
- CFCIP worker will assist youth to identify school break housing if needed.
- CFCIP worker will encourage participation in the Trio programs or other campus retention initiatives.

- 2) Describe how the program will collaborate with family, kin, mentors, supportive adults, institutions of higher education, and community partners to support the achievement of postsecondary certifications or degrees by youth in your program.

The CFICP worker attends Foster Care Reviews, Permanency Roundtable Meetings and Family Engagement Meetings with the Chafee youth to enlist family, GAL's and supportive adults who attend the meetings to be advocates for their youth's graduation and higher educational plans. The Chafee youth have also attended sessions at the Boy's and Girl's Club to develop supportive adult and peer relationships who champion their success in high school and college. We have local service clubs who donate home supplies and food to our Chafee youth for their service to the community goals. The members of these service clubs also support the youth's education by offering yearly scholarships for advanced learning. If youth do not have sufficient support systems, they are referred to mentoring programs, faith partners, community volunteer clubs, and to other aftercare groups with other Chafee youth that find themselves in an outreach role.

#### F) Adequate employment

- 1) Describe how the program will help young people gain the experience and skills needed to be employed, ways your program will help young people locate job opportunities, and ways your program will help employed youth maintain employment.
  - The goal for youth in the Chafee Program is to provide the opportunity for youth to develop a career that will be fulfilling to them while allowing them to sustain financial stability.
  - This is done in a variety of ways: through individual and group work, collaboration with foster parents, the primary caseworker, and referrals to job readiness training (i.e., WIOA, Workforce Center, Job Fairs, SWAP and Vocational Rehabilitation). The Fremont Region has an outstanding WIOA and Work Force Center relationship. The staff at WIOA and the Workforce Center is very dedicated to assisting our youth to be successful in the employment arena.
- 2) Describe how the program will collaborate with family, kin, mentors, supportive adults, local workforce centers (WIA / WIOA), and community based workforce programs to help youth prepare for and attain adequate employment.



Many of the topics covered with the youth include various employment skills including applying, interviewing, being a successful employee, utilizing community resources such as the Workforce Center, WIOA Program, and applying for the Mile High Youth Corps, Land Conservation Program who is hiring saw crews, in our community to restore our local burned areas, every summer. These topics are not just discussed, but practiced in our Adolescent Support Groups. The youth is given homework, in the groups to demonstrate implementation of these skills in the foster home. The WIOA staff was very instrumental in obtaining two paid internship placements for two Chafee youth.

- 3) Describe how you're County and CFCIP utilize the Reasonable and Prudent Parent Standards to support youth in engaging with employment opportunities while in foster care.

When applying the Reasonable and Prudent Parent Standard and prior to approval of the activity (employment), the provider must take reasonable steps to obtain or determine:

- Adequate information about the youth, including youth's particular religious, cultural, social, or behavior attributes and preferences.
- Behavioral and/or mental health stability of the youth.
- The age or developmental appropriateness of the activity (employment).
- Whether the risk of reasonably foreseeable harm involved in the activity (employment) is at an acceptable level.

Using the Reasonable and Prudent Parent Standard, out-of-home caregivers can approve and monitor the following activities:

- Decisions involving permission or arranging transportation to and from the activity (employment).
- After school or summer employment.
- Allowing specific activities (employment) without direct supervision.
- Ensure that employment will not violate a court order or probation.
- Ensure employment will not violate any safety plans for the youth.

#### G) Financial stability

- 1) Describe how the program will work with youth to develop a functional knowledge of budgeting, money management, and basic financial literacy.

Staff from our local banks, come to our Adolescent Support Groups twice a year. They use a bill paying exercise to show youth how to pay rent, utilities and phone bills. They also teach the youth how to write a check and how to use the check ledger to maintain their records, so that timely payments are issued by the youth for monthly expenses. Credit Card and Debit Card information is also explained to the youth by the bank staff. This presentation also addresses credit reports and the importance of keeping a watch on these reports yearly by requesting their credit report on a regular basis. The Upper Arkansas Areas Council of Governments also offer a budgeting program and money management counseling that the Chafee youth are welcome to attend.

- 2) Describe how the county will provide youth in out-of-home care with practical money management experience prior to emancipation or discharge, including providing opportunities to open savings and/or checking accounts.

The local banks make staff members available to the caseworkers to collect in a group or meet individually with appropriate youth as often as requested. The bank staff presents a bill paying exercise to show youth how to pay rent, utilities and phone bills. They also teach the youth how to write a check and how to use the check ledger to maintain their records so that timely payments are issued by the youth for monthly expenses. Credit Card and Debit Card information is explained to the youth by the bank staff. This presentation addresses credit reports and the importance of keeping a watch on these reports yearly by requesting their credit report on a regular basis. This resource is also available to the foster parent group so foster parents can be educated with the same skills as the youth in their homes to help the youth practice and build on their practical money management and skills. The Upper Arkansas Areas Council of Governments also offer a budgeting program and money management counseling that the Chafee youth are welcome to attend. The caseworker can attend these classes with the youth, if needed.

- 3) Describe ways in which the program will help young people manage their personal finances.

The CHCIP worker has been trained and has many years of experience managing her own personal finances. Her experience and skills are shared with the Chafee youth in individual settings with the after-care youth in their own homes. It is practiced with the youth in care in our bi-weekly Adolescent Support Groups. If more budgeting practice is necessary the youth can be referred to the budget counseling services offered by the Upper Arkansas Area Council of Government. The Chafee worker has also been extended invitations to join the youth at these budgeting classes.

- 4) Describe how your program will collaborate with family, kin, mentors, supportive adults, financial literacy programs, and community partners to support the financial education and decision making needs of young people in the program.

This is done in a variety of ways through individual and group work with family and kin, in collaboration with foster parents and the primary caseworker and by referrals to job readiness training (i.e., WIOA, Workforce Center, Job Fairs, SWAP and Vocational Rehabilitation). Many of the topics covered with the youth include various employment skills including applying, interviewing, being a successful employee and utilizing community resources.

#### H) **Successful transition to adulthood from foster care.**

- 1) Describe ways in which the program promotes and supports normalized experiences among young people through age or developmentally appropriate activities. At what age do these activities begin, and why?

The CFCIP worker collaborates very closely with caseworkers and certification workers for county and CPA foster homes to stress the importance of their support and the support of the placement providers in reinforcing the use of these critical skills. Practice is emphasized! The CFCIP worker also speaks to the foster parents at their monthly foster parent pot luck meetings on ways to promote and support their foster youth and Chafee youth to help them feel like the other youth who are not involved with DHS. For example, it is very important for the care providers to make sure the youth in their care are exposed to various school functions, meetings, such as prom, home coming, and other celebrations. Also the CFCIP worker makes sure that resources are available for the graduating seniors such as cap and gown supplies, class ring, yearbook, senior pictures, etc. Some Chafee financial resources are available as incentives for these youth to attend these special events. The Adolescent Support Groups start at age 14 to meet state mandates. It's important for the 14 year olds to begin classes at 14 because they are getting ready to start high school and need the extra support for this environment.

- 2) Briefly describe any group classes or activities including the name of the group, purpose of the group, intended audience, expected frequency and length of time, and name of the curriculum used for the group, if applicable.

The CFCIP worker meets bi-monthly with each youth in DHS custody at our Adolescent Support Groups. The Adolescent Support Groups are 1 ½ hours long. The CFCIP worker must meet with the after-care youth every three months, but usually meet more often as the after-care youth in their own homes have many challenges and barriers they need assistance with. The topics covered in these meetings include, employment skills such as applying for a job, interviewing, being a successful employee, meal planning, shopping on a budget, entering into rental agreements, utilizing community resources, banking, personal hygiene, meeting medical needs, taxes, credit checks, etc. These topics are not just discussed, but practiced in their foster homes when given homework from the Adolescent Support Groups. Said skills are also practiced during the bi-monthly Adolescent Support Groups.

- 3) Describe any services not addressed previously in this section that the program will provide to help young people develop life skills and self-sufficiency competencies.

NA

- 4) Describe collaborative partnerships or leveraging of resources not addressed previously in this section.

Our region has been very fortunate to have received FUP Vouchers from our local Upper Arkansas Area Council of Governments (UAACOG). These slots will last the youth 36 months. Our local Goodwill, New Horizons Ministries Thrift Store, and Loaves and Fishes have also helped these youth with furniture and home supplies. The staff at Fremont County DHS and the Canon City Noon Lions, have been very generous in donation various household items, cleaning supplies and furniture to the Chafee youth.

4. Targeted Service Delivery:

According to the Midwest Evaluation of the Adult Functioning of Former Foster Youth (Chapin Hall, 2011), the functioning for former foster youth may be generally described in terms of subgroups and characteristics that provide general insights into their specific needs and the potential services they will need. These types may be dynamic but may be used as a guide for programming. Every youth's needs are unique and are to be addressed on an individualized basis.

1. Describe in short, bulleted detail how the program may meet the unique needs of each of the subgroups of foster care youth through targeted service delivery.

Subgroup	Characteristics	Targeted Service Considerations
<b>Accelerated Adults</b> <b>36.3%</b>	<ul style="list-style-type: none"> <li>• Most likely to live on their own in stable housing</li> <li>• One-third experience homelessness</li> <li>• Likely to have a high school diploma</li> <li>• Most likely to attend college</li> <li>• Most likely to be employed</li> <li>• Low rate of criminal convictions</li> <li>• One-third receive food stamps</li> <li>• Two-thirds are female</li> </ul>	<ul style="list-style-type: none"> <li>• Individual meeting min. 1X month or as requested</li> <li>• Class/discussions/savings, checking, loans, Credit, budgeting &amp; retirement</li> <li>• Referrals to relevant DHS/community resources</li> <li>• Independent living skills classes/training</li> <li>• Assist in securing/developing healthy family relationships or supportive kinship/ community adults/supports</li> <li>• Former Foster Care Medicaid</li> <li>• Individualized CFCIP Plans for Transition</li> <li>• Identify supportive adults to Independent Living based on comprehensive services needed or lacking as reflected from the CFCIP/IL Skills Assessment</li> <li>• Refer to Family Crisis Center and Head Start for services.</li> </ul>
<b>Struggling Parents</b> <b>25.2%</b>	<ul style="list-style-type: none"> <li>• Half have their own place / Half live with others</li> <li>• Most likely to be married or Cohabiting</li> <li>• Most have resident children</li> <li>• Low level of social supports</li> <li>• Least likely to be currently enrolled in school</li> <li>• Least likely to finish high school or attend college</li> <li>• Lowest rate of employment</li> <li>• Low rate of criminal convictions</li> <li>• Most likely to receive need based government benefits</li> <li>• Three-fourths are female</li> </ul>	<ul style="list-style-type: none"> <li>• Individual meeting minimum 1X per month, or more as requested</li> <li>• Independent Living Skills classes/ training</li> <li>• Assist in securing/developing healthy family relationships or supportive kinship/community adults/supports</li> <li>• Former Foster Care Medicaid</li> <li>• Individualized CFCIP Plans for Transition to Independent Living based on comprehensive services needed or lacking reflected on the CFCIP/IL Skills Assessment. Referrals to relevant DHS/community resources, WIC, Parenting Classes, etc.</li> <li>• Refer to Family Crisis Center and Head Start for services</li> </ul>
<b>Emerging Adults</b> <b>21.1%</b>	<ul style="list-style-type: none"> <li>• Most likely to live with family or friends</li> <li>• Least likely to be homeless</li> <li>• Least likely to be married</li> <li>• Least likely to have a child</li> <li>• Most likely to have strong social supports</li> <li>• Likely to have finished high school and</li> </ul>	<ul style="list-style-type: none"> <li>• Individual meeting minimum 1Xper month, or more as requested</li> <li>• Independent Living Skills classes/training</li> <li>• Assist in securing/developing healthy family relationships or supportive kinship/community adults/supports</li> </ul>

	<ul style="list-style-type: none"> <li>• have at least some college</li> <li>• High rate of employment</li> <li>• Lowest rate of criminal convictions</li> <li>• Over half are male</li> </ul>	<ul style="list-style-type: none"> <li>• Former Foster Care Medicaid</li> <li>• Individualized CFCIP Plans for Transition to Independent Living based on comprehensive services needed or lacking reflected on the CFCIP/IL Skills Assessment. Referrals to relevant DHS/community resources</li> </ul>
<p><b>Troubled and Troubling 17.5%</b></p>	<ul style="list-style-type: none"> <li>• Most likely to be homeless or experience residence mobility</li> <li>• Half have children but not living with their children</li> <li>• Lowest levels of social support</li> <li>• Two-fifths have not finished high school</li> <li>• Only one-tenth have some college</li> <li>• Least likely to be currently employed</li> <li>• High likelihood of conviction after age 18</li> <li>• Most likely to be incarcerated or institutionalized</li> <li>• Have mental health, substance abuse issues</li> <li>• Highest rate of victimization</li> <li>• Mostly male</li> </ul>	<ul style="list-style-type: none"> <li>• Individual meeting minimum 1Xper month, or more as requested</li> <li>• Independent Living Skills classes/training</li> <li>• Assist in securing/developing healthy family relationships or supportive kinship/community adults/supports</li> <li>• Former foster Care Medicaid</li> <li>• Individualized CFCIP Plans for Transition to Independent Living based on comprehensive services needed or lacking reflected on the CFCIP/IL Skills Assessment</li> <li>• Referrals to relevant DHS/community resources such as mental health and D&amp;A services</li> <li>• Refer to Family Crisis Center and Head Start for services.</li> </ul>

**5. Youth Involvement in Agency Improvement Planning Efforts**

A. Describe how the following positive youth development principles will be incorporated into the program.

- *Strengths-based - Taking a holistic approach that focuses on the inherent strengths of an individual, family or community, then building upon them.*
- *Inclusive - Addressing the needs of all youth by ensuring that our approach is culturally responsive.*
- *Engaging youth as partners - Ensuring the intentional, meaningful, and sustained involvement of youth as equitable partners in the programs, practices, and policies that seek to impact them.*
- *Collaborative - Creating meaningful partnerships within and across sectors to effectively align our work.*
- *Sustainable - Addressing long-term planning through funding, training, capacity building, professional development, and evaluation in order to ensure ongoing support and engagement of youth.*

- Chafee youth will be invited to talk to foster parents about the vital role they play in assisting youth develop the skills necessary to be a successful adult in society. This experience allows the youth to develop public speaking skills, as well as increased self-confidence.
- The older youth in the Adolescent Support Groups, mentor, support and encourage younger youth by demonstrating how the program has contributed to their success, as young adults.
- Foster youth recognition events.

- Eligible youth are invited to participate in the Celebration of Educational Excellence event each year, which contributes to their leadership skills.
  - The CFCIP worker continues to utilize older youth to provide role modeling and mentoring to the younger Chafee youths in the Adolescent Support Groups.
  - Every graduation cycle, many of the older youth move on to college or other independent living situations, so the CFCIP worker works with the younger Chafee youth on an individual basis during the summer to build our new leadership base for our Adolescent Support Group.
  - Foster youth are directly involved in developing their individual Transition to Independent Living Plan. They continually have the opportunity to make changes and additions to their plan as their “life-needs” change.
  - The Fremont Region has partnered with our local Youth Advisory Board for youth to have a forum to provide input on all county and state programs that involve them. The Youth Advisory Board coordinator attends the Adolescent Support Groups and every other meeting period, the youth meet with the CFCIP worker and the Youth Advisory Board coordinator to form our Youth Advisory Board.
- B. If the program has an established youth advisory board, describe the types of activities the board may engage in during the funding period. Include a description of how youth leaders will be compensated for their expertise, time, and performance (e.g. targeted stipends, recognitions, etc.).

The Fremont Region has partnered with our local Youth Advisory Board for youth to have a forum to provide input on all county and state programs that involve them. The Youth Advisory Board coordinator attends the Adolescent Support Groups and every other meeting period, the youth meet with the CFCIP worker and the Youth Advisory Board coordinator to form our Youth Advisory Board. When it is reported to the CFCIP worker that a Chafee Youth has participated in a special project with the Youth Advisory Board Coordinator, Chafee incentives are provided to the participating Chafee youth. The Chafee youth who have attended or presented at the Pathways to Success Meetings and the Collaborative Management State Steering Committee Meetings have been awarded gift card incentives for their input and participation in these very important state meetings that honor the “Youth Voice” at the state level.

- C. Describe how youth have contributed to the development of this plan.
- Chafee youth are invited to talk with foster parents about the vital role they play in assisting youth develop the skills necessary to be a successful adult in society. This experience allows the youth to develop public speaking skills as well as increased self-confidence.
  - The older youth mentor, support and encourage younger youth by

demonstrating how the program has contributed to their success, as young adults.

- Foster youth recognition events.
- Eligible youth are invited to participate in the Celebration of Educational Excellence event each year, which contributes to their leadership skills.
- The CFCIP worker continues to utilize older youth to provide role modeling and mentoring to the younger Chafee youths in the Adolescent Support Groups.
- Every graduation cycle, many of the older youth move on to college or other independent living situations, so the CFCIP worker works with the younger Chafee youth on an individual basis during the summer to build our new leadership base for our Adolescent Support Group.
- These older, more experienced aftercare youth have taken the lead in presenting the Chafee Program to younger youth and their foster/kinship parents and in other community events.
- Foster youth are directly involved in developing their individual Transition to Independent Living Plan. They continually have the opportunity to make changes and additions to their plan as their “life-needs” change.

D. Describe how the program will engage youth in future County and Chafee program planning, service development, and evaluation.

- The youth will write their own self-sufficiency plan on how they will manage living independently after completion of their Independent Living Plan services.
- While the plan is unique to the youth, the CFCIP worker will discuss the areas the youth needs to learn about or improve.
- During the first meeting with the youth, the CFCIP worker and the youth complete the Preliminary Questions Packet that asks the youth what specific independent living needs/goals they have and they want to work on. The youth are very aware of their needs and the goals they have for themselves and the help they would like from the CFCIP worker to obtain the help they need and want to reach their independent living goals.
- Each Chafee file has a CFCIP Youth Evaluation packet of questions the youth fills out that asks for suggestions and input from the youth on how to improve the Chafee Program and services. Youth are invited to share their opinions and make suggestions to help the CFCIP worker make changes and improvements to the Chafee Program and services.

- Youth are also asked every three months in their Adolescent Support Group to make suggestions or give ideas about what they need from the Chafee Program to improve their emancipation success once they leave foster care. The youth are very helpful in keeping the CFCIP worker updated as to new trends and needs the youth may have. The youth start every Adolescent Support Group by updated the group on what has gone on the past two weeks and what barriers or challenges they have to be successful. This is a great time for the CFCIP worker to make sure the youth have their needs met by whatever resource they may need to be referred to in the community or to their caseworker. Chafee services are also offered to the youth to break down barriers to success.

## 6. Training and Program Support

- A. Describe the training needs of staff in your program, ways in which your county will help staff develop skills to more effectively work with youth and young adults, and gaps in training opportunities offered through the Child Welfare Academy and in the community.

The primary caseworkers would like more training on completion of the PART 4D/Independent Living/Emancipation Transition Plan. They would like training on how to assist the youth in writing their own self-sufficiency plans and more training on the Ansell-Casey Life Skills Assessment (ACLSA) and information on all the Casey Family Programs.

## 7. Program Reporting

- A. Describe in bulleted detail how your county will engage foster parents and caseworkers to ensure full documentation of all independent living skill activities in Trails.
- Partnerships with foster parents and caseworkers to increase awareness of the independent living skills that they are providing to youth, those that could be provided and the importance of documenting them by use of the “Independent Living Activities Check Sheet.
- B. Describe ways in which your county and program will support efforts to contact youth participating in National Youth in Transition Database surveys (Colorado Youth Experience Surveys).
- CFCIP worker will support the foster care certification workers, CPA’s and other placement agencies in all four counties, to inform them of the importance of incorporating independent living skills into the Program Plan, the NYTD requirements and/or the Individualized Plan for the youth. The CFCIP worker will also be providing training and consultation to the caseworkers to ensure that everyone is in compliance with this stipulation and documentation.



- The CFCIP worker will check the NYTD Tab on Trails to ensure that all required surveys are completed in a timely manner. If a youth's survey is not completed as required, the CFCIP Worker will notify the primary caseworker to have said survey completed. If the youth has emancipated the CFCIP worker will do everything possible to find the youth and help the youth complete the survey and get it back to the state.

<b>CHAFEE FOSTER CARE INDEPENDENCE PROGRAM REGIONAL MEMORANDUM OF UNDERSTANDING</b>
-----------------------------------------------------------------------------------------

Date: 09-06-17

This Memorandum of Understanding (MOU) is between Fremont County (Host County) and Chaffee, Custer, and Teller County (Partnering County) regarding the provision of Chafee program services.

This MOU is entered into in order to clarify and define the roles and responsibilities for each County (listed above) in order to meet the requirements of the Chafee Foster Care Independence Program (CFCIP) regarding Regional County agreements for service delivery to CFCIP participants.

It is the intent that by entering into this agreement that Fremont County (Host County) and Chaffee, Custer and Teller County (Partnering County) mutually agree to adhere to State rules and Federal statutes and policies that apply to CFCIP.

General Provisions:

1. It is expected that the Directors (or Director's designee) from both the Host County and the Partnering County sign this MOU.
2. It is expected that both Counties entering this agreement shall be responsible to communicate and coordinate with each other regarding case referral and to provide each other with pertinent information regarding the child and any other issues deemed necessary for effective and constructive service delivery.
3. The Host County shall be responsible for Trails documentation.
4. The Host County is responsible for providing funds for a Chafee participant being served by the Host County.
5. The Host County shall be responsible for documenting and tracking the Chafee funds disbursed and such funds shall be reflected in the Host County's annual reporting.
6. The Host County shall be responsible for expending funds per CFCIP and Federal guidelines, documentation of expenditures and reporting the annual expenditures in annual reports.
7. The Host County shall be responsible for compiling the annual individual data reports and submit them to the CFCIP Program Coordinator.
8. The writing and revision of Youth Transition Plans shall include the Chafee participant; care providers, and both the Host County and the Partnering County.
9. The Host County will agree to update the partnering County by use of Trails entry.
10. The Host County will provide any Chafee services determined necessary by the initial assessment in accordance with CFCIP regulations.
11. The Host County is responsible for initial follow up reports.

12. The Host County will inform the Partnering County of case closure through written documentation and will close the Independent Living case in Trails.
13. The Host County is responsible for providing a copy of the annual County Collaborative Chafee Plan to the Partnering County upon plan approval and ensures that expenditures are allowable costs.

Specific Provisions:

1. Please list specific services to be provided by the Host County:

- After the comprehensive CFCIP/IL Skills Assessment is administered to the youth by the CFCIP worker, the youth and the CFCIP worker jointly write a Chafee Foster Care Independence Program Plan for Transition to Independent Living to meet the youth's individual needs.
- The assigned primary caseworker will be responsible for completing, with the youth, the PART 4D: Independent Living/Emancipation Transition Plan, which is a part of the Family Services Plan (both worker and youth must sign and date the PART 4D).
- The youth also write their own self- sufficiency plan on how they will manage living independently after completion of their Independent Living Plan services. While the plan is unique to the youth, the CFCIP worker will discuss the areas the youth needs to learn about or improvement areas.
- The CFCIP worker will complete all direct services to youth in Chaffee, Custer, Fremont, and Teller Counties as described in the narrative. The CFCIP worker will travel to each county to meet directly with youth and make connections within the community where they reside. Staffing's with the primary caseworkers of the youth will be attended by the CFCIP worker, as requested. CFCIP worker attends Foster Care Reviews, Family Engagement Meetings and Permanency Roundtable meetings when invited. Family Engagement Meetings and Permanency Roundtable meetings are substituted for the six month Chafee Progress Reports.
- The CFCIP worker will attend school staffing's for all Chafee youth, as requested or invited by the school and or primary caseworkers.
- Direct/face to face contacts are completed during the bi-monthly Adolescent Support Groups. All Collaborative County youth have been invited to these Adolescent Support Groups. Caseworkers arrange for their Chafee youth at SPRTC to attend the groups, when appropriate.
- Some of these areas covered in the bi-monthly Adolescent Support Groups include: hands-on skill in home management such as laundry, meal planning and preparation, shopping, decision-making, problem solving, improving self-esteem, apartment hunting, personal safety and boundaries, healthy living, education, car maintenance, career planning, interpersonal relationships,

cleaning, budgeting which includes managing your resources and saving for future education/training or independence, job hunting skills such as filling out applications, interviewing, the college application process to include filling out grant applications, ETV and FAFSA applications. The youth cook in some of the bi-monthly Adolescent Support Groups and learn food service skills for their résumé's by serving their baked or cooked items to their caseworkers and group guests. The CFCIP worker will role-play situations with the youth to assist them to prepare for job or school interviews.

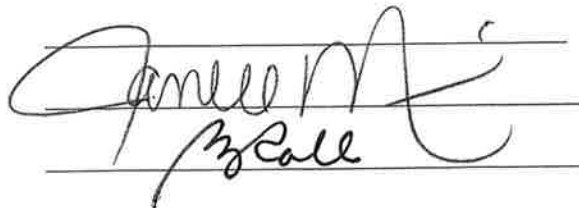
- The CFCIP worker will assist youth with the transition to independent living and provide after-care services for youth, ages 18-21 years old, who are no longer in DHS custody.
- The CFCIP worker provides staff development and training for the region on Chafee issues.
- The CFCIP worker will maintain accurate records and complete timely reports, as required by the County, State and Federal Statutes and Policies, which apply to CFCIP.
- The CFCIP worker will run the Colorado Department of Human Services Trails Systems Report; Pathways to Success Transition Snapshot to make sure youth are eligible before a Chafee Services Case will be open.
- CFCIP worker will complete all other duties as outlines in this County Collaborative Chafee Plan.

2. Financial agreements: The Host County receives a total regional award of \$ 60,172.00 for the County Collaborative Chafee Plan submitted by the Host and Partnering Counties to the Division of Child Welfare. This award includes an amount of \$ available for Chafee services to be provided to Chafee eligible youth from the Partnering County and for which referral is made to the Host County by the Partnering County requesting services. Any funds not expended by August 31st shall be expended at the discretion of the Host County.

Chafee funds shall be used in accordance with Federal guidelines in Public Law 106-169 and 2 C.F.R. Part 200, and per federal statute Title IV-E of the Social Security Act at Section 477.

Signatures:

Fremont County, Host Collaborative County

\_\_\_\_\_  
  
 \_\_\_\_\_  
 \_\_\_\_\_

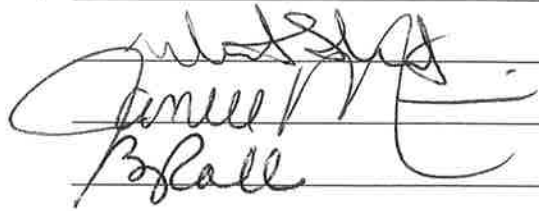
Director (or Director's designee)

Administrator


Chafee Supervisor

Chafee Caseworker

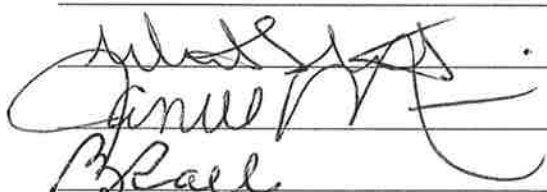
Chaffee County, Partner Collaborative County

\_\_\_\_\_ Director (or Director's designee)  
 Administrator  
 \_\_\_\_\_ Chaffee Supervisor  
 \_\_\_\_\_ Chaffee Caseworker

Custer County, Partner Collaborative County

\_\_\_\_\_ Director (or Director's designee)  
 Administrator  
 \_\_\_\_\_ Chaffee Supervisor  
 \_\_\_\_\_ Chaffee Caseworker

Teller County, Partner Collaborative County

\_\_\_\_\_ Director (or Director's designee)  
 Administrator  
 \_\_\_\_\_ Chaffee Supervisor  
 \_\_\_\_\_ Chaffee Caseworker

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN  
ABOUT THE AWARD AND SUB-RECIPIENT DETERMINATION**

Per the Uniform Administrative Requirements for grants and agreements at 2 CFR Part 200, DCW is required to notify funding recipients about the source of federal funds and about whether the recipient is considered a vendor or a sub-recipient of those federal funds. County recipients of Chafee Independent Living Awards are considered **sub-recipients** and are subject to the provisions of 45 CFR Part 92 and the Uniform Administrative Requirements of 2 CFR Part 200 (formerly OMB Circulars A-87, A-122, and A-133).

About the Award:

Federal Award Identification	CAN - 2017G994415	Federal Award	October 1, 2016 - September
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Number:		Date:	30, 2018
Federal Award CFDA #:	93.674	Total Amount of Federal Award:	\$1,715,070
Awarding Agency:	US Department of Health and Human Services, Administration for Children & Families	Pass-through Entity:	Colorado Department of Human Services, Division of Child Welfare
Award Description:	John H. Chafee Foster Care Independence (Chafee ILP) Program under Title IV-E of the Social Security Act (42 U.S.C. 677 et. Seq.).		
Awarding Agency Contact Information:	Derek Blake, Chafee Program Coordinator 303-866-5995 / <a href="mailto:Derek.Blake@State.co.us">Derek.Blake@State.co.us</a>		
Indirect cost rate for the Federal award (including if the de minimis rate is charged per 2 CFR §200.414 Indirect (F&A) costs).	CDHS uses an actual cost allocation model to assess indirect costs. The budget exhibit outlines any indirect costs assumed by the sub-recipient. 0% of this award is R&D.		

The tentative Federal Fiscal Year 2018 award for each county is shown in Attachment 1. This is for planning purposes only, and should be treated as an estimate. Only county programs that received CFCIP funds in FFY 2017 are listed. The actual award may increase or decrease.

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN  
FINANCIAL PRE-AWARD QUESTIONNAIRE**

Per 2 CFR Part 200, effective July 1, 2015, DCW is also required to conduct a financial risk assessment for all sub-recipients prior to awarding grant funds. Counties must complete and submit this financial pre-award questionnaire and submit it along with their county plan.

Name of organization: \_\_\_\_\_

Name and title of person completing this form: \_\_\_\_\_

- 1) Please complete the following table (adding lines as necessary) or attach your own document detailing your organization's current sources of funding for services for the Chafee-eligible population (including CDHS grants). Provide the funding agency, the program name, the types of funds (i.e., Federal, State, local, private, etc.), and the contract/award budget amount:

Grantor Agency	Type of Funds	Program	Contract/Award Budget Amount	Contract/Award Period
				-
				-
				-
				-

- 2) Describe your experience managing similar awards. You may use the table below as needed.

Program Name	Program Dates	Program Description	Granting Agency	Amount
				-
				-
				-
				-

- 3) For the accounting/fiscal FTE assigned to this project, provide their name, title, and how long they have worked for your organization in their current role. Identify the person that is in charge of maintaining your accounting and financial records for this project and provide a brief description of their accounting experience and qualifications. Identify any new accounting personnel assigned to this project within the previous 12 months, and whether any of your accounting systems have changed within the previous 12 months. \_\_\_\_\_
- 4) Does your organization receive an annual financial statement audit under:
- The Single Audit Act/OMB Circular A-133 (Government Auditing Standards) \_\_\_\_\_ OR
  - Generally Accepted Auditing Standards (GAAS) \_\_\_\_\_
  - Click [here](#) for more information on audit requirements for sub-recipients.

If yes, please provide a copy (electronic preferred) or link to your most recent audit report and STOP HERE AND SIGN/DATE BELOW.

IF NO, PLEASE ANSWER ALL THE REMAINING QUESTIONS AND SIGN/DATE BELOW.

- 5) Are your organization's financial records maintained in accordance with Generally Accepted Accounting Principles (GAAP)? \_\_\_\_\_
- 6) Are accounting records supported by original documentation specific to contracting with your vendors? \_\_\_\_\_
- 7) What controls are followed to ensure all of the following:
- a) The reasonableness of cost;  
\_\_\_\_\_
  - b) The allowability of costs;  
\_\_\_\_\_
  - c) The allocability of costs to a contract?  
\_\_\_\_\_
- 8) Do you have available accounting policies and procedures to review? If not, please describe your organization's overall fiscal controls and structure to sufficiently;
- a) Permit the preparation of financial statements;  
\_\_\_\_\_
  - b) Allow the organization's staff, in the normal course of performing their assigned functions, to prevent or detect misstatements in financial reporting or the loss of assets in a timely manner;  
\_\_\_\_\_
  - c) Compare the budget to actual expenditures.  
\_\_\_\_\_

Please Sign and Date Below:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN  
BUDGET AND BUDGET JUSTIFICATION FORM INSTRUCTIONS**

**Introduction**

All counties who submit a plan are required to submit a plan budget and budget justification using the attached budget form. This form is the same as last year application but see additional information below:

1. *The Division of Child Welfare (DCW) has estimated county awards for federal fiscal year (FFY)18.*

Counties should use the tentative FFY18 county awards table to formulate their budget for FFY18.

2. *The budget categories and level of justification required are more closely aligned with standard federal grant budget categories and justification requirements.*

The budget and justification breaks out personnel, supplies and operating, travel, and indirect expenditures from the standard Chafee activities. Accordingly, please use the budget form to describe how the categorical costs are derived. In the "description" field discuss the necessity, reasonableness, and allocation of the proposed costs. Calculations should include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated.

For example: Telephone costs. Average cost is \$40 per month per staff. Two 0.5 FTE staff are assigned for 12 months.  $\$40 \times 2 \times 12 \times 0.5 = \$480$ .

3. *DCW is requesting additional information about the unmet needs for serving the Chafee population.*

In addition to knowing the planned use for your Chafee award, DCW is interested in knowing the actual total cost of serving the Chafee-eligible population, above and beyond what the CFCIP grant is able to cover. Please include all of the costs of serving the Chafee population, and indicate in the appropriate column whether that cost is traditionally covered by Chafee or by another county funding source. DCW will not assume that the non-Chafee costs are match for the CFCIP.

Please use the following categories and guidelines for preparing the budget and budget justification form. If applicable, please review the guidance under 'Host Counties'. This form was designed to make automatic calculations. However, it is your responsibility to **DOUBLE CHECK ALL CALCULATIONS** to ensure accuracy before submitting your final application.

**Personnel - CFMS - Program Code E010, Function Code 2850**

Description: Costs of employee salaries/wages and benefits. If CFCIP is not funding 100% of the cost, please provide information about the other funding sources you are using, and whether those are a part of your CFCIP match.

Justification: Indicate information for each employee for whom CFCIP funding is proposed in whole or in part. For each staff person, provide their: title, monthly salary/wages/rates, monthly fringe/benefits costs, time commitment to the project as a percentage or full-time equivalent, and time commitment to the project in months. Do not include the costs of consultants or personnel costs of delegate agencies, unless otherwise indicated.

If CFCIP is not funding 100% of the position, please provide information about the other funding sources you are using.



Example personnel line items include:

Chafee Coordinator: Direct program time associated with providing leadership to the program.

Adolescent caseworker\*:

Administrative staff: Administrative support positions such as a receptionist, administrative assistant or program assistant, general clerical help, temporary help, etc.

\*In order for Colorado to access Federal IV-E Independent Living Funds, there is a required match. To meet the match requirement, code adolescent caseworkers currently reported in CFMS as an 80/20 Child Welfare County Administrative Services (Program Code 3200, Function Code 1210; to Program Code E050, Function Code 2875).

#### **Supplies & Operating - CFMS - Program Code E010, Function Code 2850**

Description: Costs of operating the program and of tangible personal property other than that included in the "Other" or "Indirect" categories. Such costs, where applicable and appropriate, may include but are not limited to: insurance, food, space and equipment rentals, printing and publication, computer use, training costs such as tuition and stipends, staff development costs, and administrative costs. This used to be included in the 'Personnel' budget category, which distorted budget projections for personnel. If CFCIP is not funding 100% of the cost, please provide information about the other funding sources you are using, and whether those are a part of your CFCIP match.

Justification: Specify general categories of supplies and operating expenses. Show computations and provide other information that supports the amount requested.

#### **Travel - CFMS - Program Code E010, Function Code 2850**

Description: Costs of employee's project-related travel (This item does not include costs of consultant travel). This used to be included in the 'Personnel' budget category, which distorted budget projections for personnel. If CFCIP is not funding 100% of the cost, please provide information about the other funding sources you are using, and whether those are a part of your CFCIP match.

Justification: For each type of trip show: the purpose, the duration, per diem, mileage allowances, and other transportation costs and subsistence allowances.

#### **Room and Board Reimbursement - CFMS - Program Code E010, Function Code 2810**

Description: Reimbursement for room and board is available to young adults, ages 18-21, who emancipated from foster care on or after their 18th birthday. Room and board is defined as rent, rental deposits, furniture, and household start-up items. No more than 30% of your total award may be spent for room and board. If CFCIP is not funding 100% of the cost, please provide information about the other funding sources you are using, and whether those are a part of your CFCIP match.

Justification: Indicate the number of young adults for whom reimbursement is to be provided, the estimated rate of reimbursement, the quantity, and the percent that will be billed to Chafee. If CFCIP is not funding 100% of the cost, please provide information about the other funding sources you are using, and whether those are a part of your CFCIP match.

#### **Purchase of Service Contracts - CFMS - Program Code E010, Function Code 2850**

Description: Indicate information for each specific provider from whom CFCIP services are proposed to be purchased. The definition of 'purchase of service contracts' is found in 12 CCR 2509-1 ([Volume 7.607](#)). If CFCIP is not funding 100% of the cost, please provide information about the other funding sources you are using, and whether those are a part of your CFCIP match.

Justification: The justification shall include the provider's name, the description of services provided, the rate of services, the quantity of services, and the percent of the cost assigned to Chafee. The description field shall describe the solicitation method for all known or anticipated purchase of service contracts greater than \$10,000.

**Youth Direct Service - CFMS - Program Code E010, Function Code 2850**

Description: Youth Direct Services shall be used according to federal guidelines as incentives for completing goals in the plan for transition to independent living. It should include other expenditures that will assist Chafee youth to emancipate; and, when no other funding sources exist. This may not be used for Room and Board. If CFCIP is not funding 100% of the cost, please provide information about the other funding sources you are using, and whether those are a part of your CFCIP match.

Justification: The justification shall include the provider's name, the description of services provided, the rate of services, the quantity of services, and the percent of the cost assigned to Chafee.

**Host County/Other - CFMS - Program Code E010, Function Code 2810**

Description: If you are a host county or the fiscal agent for a county, provide details for how much is being requested for each hosted county, including a description of the services offered and details about the calculation methodology.

Also, use this section to indicate any other types of services your CFCIP program will provide. If CFCIP is not funding 100% of the cost, please provide information about the other funding sources you are using, and whether those are a part of your CFCIP match.

Justification: Provide computations, a narrative description and a justification for each cost under this category.

**Indirect Charges**

Description: Indirect costs are those that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned directly to Federal awards and other activities as appropriate, indirect costs are those remaining to be allocated to benefitted cost objectives. A cost may not be allocated to a Federal award as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been assigned to a Federal award as a direct cost.

Justification: Describe your indirect rate or allocation methodology, including whether that methodology has been approved by the Federal government and whether it has changed with the introduction of 2. CFR Part 200, Appendix VII (Uniform Administrative Guidance for Grants and Cooperative Agreements, States and Local Government Indirect Cost Proposals).

**Match**

Additionally, in order for Colorado to access Federal IV-E Independent Living Funds, there is a required match. To meet the match requirement, code adolescent caseworkers currently reported in CFMS as an 80/20 Child Welfare County Administrative Services (Program Code 3200, Function Code 1210; to Program Code E050, Function Code 2875).

CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN

Attachment 1  
PROJECTED FEDERAL FISCAL YEAR 2017 COUNTY FUNDING TABLE

County	Amount
Adams	\$135,288
Alamosa	\$14,709
Arapahoe	\$137,532
Boulder	\$65,952
Denver	\$195,781
Delta	\$4,771
El Paso	\$277,340
Elbert & Lincoln	\$980
Fremont	\$59,188
Garfield	\$2,941
Jefferson	\$93,845
La Plata	\$8,008
Larimer	\$92,227
Mesa	\$88,991
Montrose	\$13,528
Pueblo	\$106,539
Weld	\$51,776
Broomfield	\$13,528
Balance of State	\$10,000
<b>TOTAL</b>	<b>\$1,373,065</b>

These funding amounts are tentative and shall be treated as an estimate for budgeting purposes only. If your county is not listed, you do not need to complete a plan unless you would like to apply for CFCIP funds for FFY18.

If you have a need for Chafee funds but do not wish to apply for full funding, please review the Balance of State application process which can be found in the Informational Memorandum titled *Chafee Foster Care Independence Program (CFCIP) 2017-2018 Planning Package Due on September 15, 2017* (IM-CW\_2017-xxxx). The memo can be found on the Memo Website (<https://sites.google.com/a/state.co.us/cdhs-memo-series/home>).

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN  
FFY 2017-18 BUDGET AND BUDGET JUSTIFICATION FORM**

<b>County Name</b>	Fremont	<b>Program Contact Name, Title, Phone and Email</b>	Brenda Rall, Social Caseworker IV; 719-269-2039; brenda.rall@state.co.us
<b>Budget Period</b>	October 1, 2017 - September 30, 2018	<b>Fiscal Contact Name, Title, Phone and Email</b>	Kimberly Grondahl, Accountant; 719-269-2087; kimberly.grondahl@state.co.us
<b>Project Name</b>	Chafee Foster Care Independent Living Program		

CHAFEE REIMBURSEMENT REQUEST							NOT COVERED BY CHAFEE*	
PERSONNEL – CFMS – Program Code E010, Function Code 2850							*Please describe the costs to serve the Chafee population that are not a part of your Chafee reimbursement request. This information is voluntary, however it helps DCW gather information on the true cost to serve this population.	
Position Title/Employee Name	Job Title or Description of Work (for hourly employees, please include the hourly rate and number of hours in your description).	Monthly Salary	Monthly Fringe	Percent FTE assigned to Chafee	No. Months of Cost	Total Direct CFCIP Cost	Total annual cost covered by Other Funding	Description of other funding source
Brenda Rall	Social Caseworker IV	\$5,366	\$1,667	65%	12	\$54,857	\$29,539	Child Welfare Allocations
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
Total Personnel Services						\$54,857	\$29,539	
SUPPLIES & OPERATING – CFMS – Program Code E010, Function Code 2850							NOT COVERED BY CHAFEE*	
Item Name	Description of Item / Justification for Item	Rate	Qty	% of cost assigned to Chafee	Total Direct CFCIP Cost	Other Funding	Description of other funding source	
Utilities	Share of Energy efficient upgrades by FTE	\$150.00	1	65%	\$98	\$53	Child Welfare Allocations	
Copier maint	Based on share of Chafee copies to total, Average	\$70.00	1	0%	\$0	\$70	Child Welfare Allocations	
Cell Phone	Phone plan by FTE %	\$62.33	12	0%	\$0	\$748	Child Welfare Allocations	
Office Supplies	Actual by Chafee request	\$8.00	12	100%	\$96	\$0.00		
Postage	Actual by Chafee request	\$30.00	1	0%	\$0	\$0		
Paper	Share of cost by FTE %	\$10.00	4	65%	\$26	\$14.00	Child Welfare Allocations	
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
Total Supplies						\$220	\$884	
TRAVEL – CFMS – Program Code E010, Function Code 2850							NOT COVERED BY CHAFEE*	
Item Name	Description of Item / Justification for Item	Rate	Qty	% of cost assigned to Chafee	Total Direct CFCIP Cost	Other Funding	Description of other funding source	
Brenda Rall	Mileage to see Chafee youth, Celebration events, etc;	\$0.50	1590	100%	\$795	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
Total Travel						\$795	\$0	
Room and Board Reimbursement – CFMS – Program Code E010, Function Code 2810							NOT COVERED BY CHAFEE*	
Definition: Reimbursement for room and board is available to young adults, ages 18-21, who emancipated from foster care on or after their 18th birthday. Room and board is defined as rent, rental deposits, furniture, and household start-up items.								
Provider Name	Description of Services/goods	Rate	Qty	% of cost assigned to Chafee	Total Direct CFCIP Cost	Other Funding	Description of other funding source	
Various	Rents, deposits, household set-up	\$450	4	100%	\$1,800	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
Total Room and Board						\$1,800	\$0	

**Purchase of Service Contracts – CFMS – Program Code E010, Function Code 2850**

Indicate information for each specific provider from whom CFIP services are proposed to be purchased.

						NOT COVERED BY CHAFEE*	
Provider Name	Description of Services	Rate	Qty	% of cost assigned to Chafee	Total Direct CFCIP Cost	Other Funding	Description of other funding source
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
<b>Total Purchase of Service Contracts</b>						<b>\$0</b>	<b>\$0</b>

**YOUTH DIRECT SERVICE – CFMS – Program Code E010, Function Code 2810**

Definition: Youth Direct Services shall be used according to federal guidelines as incentives for completing goals in the plan for transition to independent living and for other expenditures that will assist Chafee youth to emancipate; and, when no other funding sources exist, This may not be used for Room and Board.

						NOT COVERED BY CHAFEE*	
Provider Name	Description of Services	Rate	Qty	% of cost assigned to Chafee	Total Direct CFCIP Cost	Other Funding	Description of other funding source
Various	Youth incentives aimed at transition to independent living	\$50	50	100%	\$2,500	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
<b>Total Youth Direct</b>						<b>\$2,500</b>	<b>\$0</b>

**HOST COUNTIES/ OTHER – CFMS – Program Code E010, Function Code 2810**

						NOT COVERED BY CHAFEE*	
Name	Description of Services	Rate	Qty	% of cost assigned to Chafee	FFY18 Total Requested	Other Funding	Description of other funding source
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
<b>Total Host County/Other</b>						<b>\$0</b>	<b>\$0</b>

SUB-TOTAL BEFORE INDIRECT \$60,172 \$30,423

**Indirect – CFMS – Program Code E010, Function Code 2810**

						NOT COVERED BY CHAFEE*	
Rate	Description				Amount	Other Funding	Description of other funding source
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
<b>Total Indirect</b>					<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL</b>					<b>\$60,172</b>	<b>\$30,423</b>	<b>\$0</b>

<b>Chafee Worker #1 Name: Brenda Rall</b>					
<b>Key Tasks, Requirements, and Standards of Practice</b>		<b>Hrs/Week</b>	<b>Hrs/Month</b>	<b>Hrs/Year</b>	<b>% of Time</b>
<b>1</b>	<b>Case Management and Support Services</b> Recommended full-time caseloads: • Single County Metro, Suburban and Second City Programs - 25 youth • Rural and Regional Collaborative Programs – 15-20 youth	10	40	480	33%
<b>2</b>	<b>Reports</b> Program reporting requirements: • Annual County Chafee Program Plan • Annual County Chafee Program Report • Monthly Wait-List Report	1	4	48	3%
<b>3</b>	<b>Technical Assistance</b> Training and technical assistance with caregivers, new Chafee workers, caseworkers, CASAs, Guardians ad Litem, and community partners.	5	20	240	17%
<b>4</b>	<b>Collaborative Services Development</b> Chafee program staff may engage in: • Local collaborative service and resource development • Local youth advisory board development and support • State Chafee program projects, committees and task groups, including: o Celebration of Educational Excellence Planning Team o Colorado 9 to 25 Youth Summit Planning Team o Colorado Youth Leadership Network o Chafee assessment review committee o Chafee program guidance development team	8	32	384	27%
<b>5</b>	<b>Program Evaluation</b> • National Youth in Transition Database Youth Surveys (NYTD) • County quality improvement efforts (including young people and stakeholders)	1	4	48	3%
<b>6</b>	<b>Continuing Education: Minimum 40 hours per year</b> • Required Chafee/Adolescent Services Quarterly (four full-day meetings annually) to receive training, updates, and to provide county input on program decisions. • Required minimum of 40 hours of training per year.	1	4	48	3%
<b>7</b>	<b>Staff Support Time (e.g. annual leave, sick leave, holidays, etc.)</b>	4	16	192	13%
<b>Totals:</b>		<b>30</b>	<b>120</b>	<b>1440</b>	<b>100%</b>

**Chafee Worker #2 Name:**

<b>Chafee Worker #2 Name:</b>					
<b>Key Tasks, Requirements, and Standards of Practice</b>		<b>Hrs/Week</b>	<b>Hrs/Month</b>	<b>Hrs/Year</b>	<b>% of Time</b>
<b>1</b>	<b>Case Management and Support Services</b> Recommended full-time caseloads: • Single County Metro, Suburban and Second City Programs - 25 youth • Rural and Regional Collaborative Programs – 15-20 youth	0	0	0	#DIV/0!
<b>2</b>	<b>Reports</b> Program reporting requirements: • Annual County Chafee Program Plan • Annual County Chafee Program Report • Monthly Wait-List Report	0	0	0	#DIV/0!
<b>3</b>	<b>Technical Assistance</b> Training and technical assistance with caregivers, new Chafee workers, caseworkers, CASAs, Guardians ad Litem, and community partners.	0	0	0	#DIV/0!
<b>4</b>	<b>Collaborative Services Development</b> Chafee program staff may engage in: • Local collaborative service and resource development • Local youth advisory board development and support • State Chafee program projects, committees and task groups, including: o Celebration of Educational Excellence Planning Team o Colorado 9 to 25 Youth Summit Planning Team o Colorado Youth Leadership Network o Chafee assessment review committee o Chafee program guidance development team	0	0	0	#DIV/0!
<b>5</b>	<b>Program Evaluation</b> • National Youth in Transition Database Youth Surveys (NYTD) • County quality improvement efforts (including young people and stakeholders)	0	0	0	#DIV/0!
<b>6</b>	<b>Continuing Education: Minimum 40 hours per year</b> • Required Chafee/Adolescent Services Quarterly (four full-day meetings annually) to receive training, updates, and to provide county input on program decisions. • Required minimum of 40 hours of training per year.	0	0	0	#DIV/0!
<b>7</b>	<b>Staff Support Time (e.g. annual leave, sick leave, holidays, etc.)</b>	0	0	0	#DIV/0!
<b>Totals:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN  
FFY 2017-18 POPULATION TO BE SERVED FORM**

<b>Projected No. Unaccompanied Youth to be served</b>	<b>Projected No. Youth with a Family To Be Served**</b>	
Regional County:	<i>Fremont</i>	<b>Chafee-Eligible Populations:</b>
1	23	1) Youth, age 14 to 21, currently in out-of-home care and who have been in out-of-home care a minimum of 6 months, consecutive months not required.
0	1	2) Youth, age 16-21, who entered Adoption Assistance on or after age 16.
0	0	3) Youth, age 16-21, who entered Relative Guardianship Assistance on or after age 16.
1	15	4) Young adults, age 18-21, who are no longer in out-of-home care and who were in out-of-home care on their 18th birthday.
0	0	5) Youth, age 14-21, who meet community placement requirements for the Division of Youth Corrections, and were in community placement for a minimum of 6 months, consecutive
Regional County:	Chaffee	
0	1	1) Youth, age 14 to 21, currently in out-of-home care and who have been in out-of-home care a minimum of 6 months, consecutive months not required.
0	0	2) Youth, age 16-21, who entered Adoption Assistance on or after age 16.
0	0	3) Youth, age 16-21, who entered Relative Guardianship Assistance on or after age 16.
0	1	4) Young adults, age 18-21, who are no longer in out-of-home care and who were in out-of-home care on their 18th birthday.
0	0	5) Youth, age 14-21, who meet community placement requirements for the Division of Youth Corrections, and were in community placement for a minimum of 6 months, consecutive
Regional County:	Custer	
0	2	1) Youth, age 14 to 21, currently in out-of-home care and who have been in out-of-home care a minimum of 6 months, consecutive months not required.
0	0	2) Youth, age 16-21, who entered Adoption Assistance on or after age 16.
0	0	3) Youth, age 16-21, who entered Relative Guardianship Assistance on or after age 16.
0	1	4) Young adults, age 18-21, who are no longer in out-of-home care and who were in out-of-home care on their 18th birthday.
0	0	5) Youth, age 14-21, who meet community placement requirements for the Division of Youth Corrections, and were in community placement for a minimum of 6 months, consecutive
Regional County:	Teller	
0	3	1) Youth, age 14 to 21, currently in out-of-home care and who have been in out-of-home care a minimum of 6 months, consecutive months not required.
0	0	2) Youth, age 16-21, who entered Adoption Assistance on or after age 16.
0	1	3) Youth, age 16-21, who entered Relative Guardianship Assistance on or after age 16.
0	1	4) Young adults, age 18-21, who are no longer in out-of-home care and who were in out-of-home care on their 18th birthday.
0	0	5) Youth, age 14-21, who meet community placement requirements for the Division of Youth Corrections, and were in community placement for a minimum of 6 months, consecutive
<b>2</b>	<b>49</b>	<b>TOTALS</b>

\*NOTE 1: If you are part of a regional collaborative, please list all the counties for the regional collaborative, the projected total number of number of projected Chafee-eligible youth to be served for each county in the regional collaborative.

\*\*NOTE 2: An unaccompanied youth is a lone client. A youth in a family may be a youth accompanied by a family as defined by the youth. This may be a youth who is a pregnant and/or parenting teen, with a dependent child, dependent parent, in an adoption assistance or guardianship assistance agreement, etc. Only the Chafee-eligible youth receives the direct services benefit.