

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



August 24, 1999

REASON FOR THIS TRANSMITTAL

- State Law Change
 Federal Law or Regulation Change
 Court Order
 Clarification Requested by One or More Counties
 Initiated by CDSS

ALL COUNTY INFORMATION NOTICE NO. I-60-99

TO: ALL COUNTY WELFARE DIRECTORS
 COUNTY ASSEMBLY BILL (AB) 2129 PROJECT COORDINATORS
 ALL COUNTY FOSTER CARE EDUCATION PROJECT COORDINATORS
 THE CALIFORNIA COMMUNITY COLLEGES FOUNDATION
 CALIFORNIA STATE FOSTER PARENT ASSOCIATION
 THE FOSTER CARE EDUCATION COORDINATORS OF THE
 CALIFORNIA COMMUNITY COLLEGES

SUBJECT: INSTRUCTIONS FOR COMPLETING FOSTER PARENT TRAINING AND
 RECRUITMENT PLANS FOR FISCAL YEAR (FY) 1999/00

REFERENCE: AB 2129 (Chapter 1089, Statutes of 1993)
 COUNTY FISCAL LETTER NO. 99/00-16

The purpose of this letter is to provide program instructions for the submission of the annual county plan necessary for foster parent training and recruitment program, AB 2129 (Chapter 1089, Statutes of 1993) and Senate Bill (SB) 426 (Chapter 892, Statutes of 1993). In accordance with the Budget Act of 1999 via County Fiscal Letter No. 99/00-16, dated July 22, 1999, counties were provided the allocations and existing program codes for the continuation of the Foster Care Initiative.

Counties must submit a Foster Parent Training and Recruitment Plan for FY 1999/00 to claim program funds. Invoices will not be processed without an approved county plan. The deadline for submission of a county plan has been **extended** to **October 9, 1999**. County plans must be developed in collaboration with Foster Parent Training and Recruitment Advisory Committees who are comprised of foster parents, community college and county staff. All plans must be forwarded under the signature of the county, the college foster care education coordinator, and the foster parent advisory committee. As a guide for completing your plan, we have attached a copy of Instructions for Completing Foster Parent Training and Recruiting Plans. Your line item budget must include the use of the federal match (75% for training and 50% for recruitment). The Foster Parent Training and Recruitment Plans must be submitted to:

California Department of Social Services
 Foster Care Recruitment and Training Unit
 Attention: Vebra Switzer
 744 P Street, Mail Station 19-70
 Sacramento, California 95814

County Fiscal Letter No. 99/00-16 includes program codes and descriptions to assist counties in claiming expenditures of state and/or federal funds where costs are Title IV-E eligible. Questions on claiming or allocations/controls may be directed as follows:

PROGRAM: Foster Care Services Bureau (916) 445-7001

ALLOCATIONS: Contracts and Financial Analysis Bureau (916) 657-3806

CLAIMING: Fiscal Policy Bureau (916) 657-3440

If you have any questions regarding the county plan or the use of these funds, please contact Vebra Switzer, Program Specialist, Foster Care Services Bureau at (916) 323-0592.

Sincerely,

Original Signed on August 20, 1999 by Del Sayles-Owen

DEL SAYLES-OWEN
Acting Deputy Director
Children and Family Services Division

Attachments

FOSTER PARENT TRAINING AND RECRUITMENT

COUNTIES	99/00 STATE ALLOCATION
Alameda	67,388
Alpine	2,000
Amador	2,000
Butte	7,350
Calaveras	2,000
Colusa	2,000
Contra Costa	68,938
Del Norte	2,000
El Dorado	2,558
Fresno	34,696
Glenn	2,000
Humboldt	11,851
Imperial	3,192
Inyo	5,060
Kern	27,405
Kings	3,394
Lake	2,000
Lassen	2,000
Los Angeles	489,892
Madera	2,216
Marin	2,000
Mariposa	2,000
Mendocino	3,794
Merced	3,019
Modoc	2,000
Mono	2,000
Monterey	4,873
Napa	4,686
Nevada	2,536
Orange	47,085
Placer	4,570
Plumas	2,000
Riverside	64,543
Sacramento	108,547
San Benito	2,000
San Bernardino	100,694
San Diego	125,638
San Francisco	50,541
San Joaquin	50,537
San Luis Obispo	4,445
San Mateo	6,219
Santa Barbara	3,821
Santa Clara	29,645
Santa Cruz	6,584
Shasta	5,579
Sierra	2,000
Siskiyou	2,000
Solano	5,940
Sonoma	20,968
Stanislaus	8,033
Sutter	3,229
Tehama	2,563
Trinity	2,000
Tulare	13,874
Tuolumne	2,000
Ventura	6,910
Yolo	4,238
Yuba	3,881
Total	1,456,932

INSTRUCTIONS FOR COMPLETING FOSTER PARENT TRAINING AND RECRUITMENT PLANS

Please address each of the plan elements listed below. While there is no minimum or maximum page length required, you need to provide sufficient detail to adequately describe the proposed fiscal year (FY) training and/or recruitment program.

1. Indicate if the Foster Care Initiative (FCI) implementation training and/or recruitment plan is to continue through the FY for which you are planning. Summarize in bullet form the key elements of the implementation plan, how those elements were accomplished, and reasons for continuing with the original FCI plan.
2. If only making changes or addenda to the implementation plan, describe in detail why those changes will occur and the course of action.
3. Indicate if the county is a new participant to this FCI program.
4. Develop and include a timeline for the proposed activities of the training and/or recruitment plan.
5. Provide a description of how the current county training and/or recruitment activity is administered (e.g., county or subcontract). Indicate any differences in administering the enhanced or expanded activity.
6. If an existing training activity is to be enhanced, provide a description of how that current activity is accomplished and then detail the plan to enhance or expand it. The description must list: the training components to be provided (e.g., pre-service, in-service, specialized needs, etc.); the subjects/topics for each component including the number of hours offered for each; the delivery method; specific groups to be targeted; the staff/overhead time studied or subcontracted to accomplish the activity; and other relevant information. Also indicate the training model (e.g., PRIDE, MAPP, PACE, etc.).
7. Indicate if a California College Foster Care Education program and/or a Foster Parent Advisory committee exists in the county. Describe how the training and/or recruitment plans were developed in consultation with those parties or any other local agency providing training for out-of-home care. (Note: the plan must be forwarded under the signature of the county, the college foster care education coordinator, and the foster parent advisory committee).
8. Provide a description of how existing recruitment efforts will be expanded or enhanced. Include delivery method; types of activities; and target groups.
9. Include a description of how the county will evaluate the effectiveness of the training and/or recruitment program.
10. Provide a **detailed** budget page based on the county's State General Fund allocation amount and the appropriate federal match funds for recruitment and training. The budget page should describe the funding amounts attributable to each planned activity that is described in the narrative portion of the plan.