



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 **ADAMS COUNTY** (*Indicate host county name*), for the performance period of **October 1, 2019 through September 30, 2020**.

The Plan includes the following:

- o Completed and Signed "Request for State Approval" form
- o Completed "FFY20 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:

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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

DATE

Signature, CHAIR, BOARD OF COUNTY COMMISSIONERS or Appointed Representative

DATE



COLORADO

**Office of Children,
Youth & Families**

Division of Child Welfare

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM (CFCIP)
Federal Fiscal Year (FFY) 2020 PROGRAM PLAN COVER PAGE**

Period of Performance: October 1, 2019 to September 30, 2020

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

Host County Name: ADAMS

Fiscal Agent: ADAMS

Host County DUNS Number: 076476373

Regional Chafee Collaborative Counties *(if any)*

Collaborative Counties:

1. N/A
- 2.
- 3.
- 4.
- 5.

Contracted Agency Name *(if applicable)*

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

Agency Name: N/A

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

The following County(ies): ADAMS assure 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:

Once the state has received final approval of the updated program regulations (Volume 7) that include the expansion of aftercare services to the age of 23 [SSA Section 477(a)(4)] the counties will be notified through the memo series. Additional details will be included on the process for serving the expanded population.

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 (12 CCR 2509-4 (7.305.41);
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 [Social Security Act (SSA), Title IV-E, Section 477(b)(3)(A)] 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 [SSA 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 old [SSA 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 [SSA 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 [SSA 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 [SSA Section 472(a)(3), Immigration and Nationality Act (INA) Section 245A(h), and INA Section 210(f)].
12. Chafee services and funding are utilized only for those youth who qualify according to the eligibility standards contained in 12 CCR 2509-4 (7.305.42).

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 Program is to provide flexible funding to enable programs to be designed and conducted for the following purposes [SSA Section 477(a)]:

1. Support all youth who have experienced out-of-home placement at age 14 or older in their transition to adulthood through transitional services such as assistance in obtaining a high school diploma and post-secondary education, career exploration, vocational training, job placement and retention, training and opportunities to practice daily living skills, substance abuse prevention, and preventative health activities;
2. Help children who have experienced foster care at age 14 or older achieve meaningful, permanent connections with a caring adult;
3. Help children who have experienced foster care at age 14 or older engage in age or developmentally appropriate activities, positive youth development, and experiential learning that reflects what their peers in intact families experience;
4. Provide financial, housing, counseling, employment, education, and other appropriate support and services to former foster care recipients between 18 and 21 (or 23) years of age to complement their own efforts to achieve self-sufficiency and to assure that program participants recognize and accept their personal responsibility for preparing for and then making the transition from adolescence to adulthood;
5. Make available vouchers for education and training, including postsecondary training and education, to youths who have aged out of foster care;
6. Provide the services to children who, after attaining 16 years of age, have left foster care for kinship guardianship or adoption, and
7. Ensure children who are likely to remain in foster care until 18 years of age have regular, ongoing opportunities to engage in age or developmentally-appropriate activities.

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 exceed 30% of a counties budget or be used for room and board for a youth under eighteen (18) years of age.

NARRATIVE SUMMARY AND PROGRAM DESCRIPTION

It is acknowledged that the eligible youth for Chafee services per 12 CCR 2509-4 (7.305.41) represents a diverse population with many different developmental needs. For certain questions there is a request to provide information on how each population will be addressed by the department of human/social services and/or the Chafee program. It will be important to differentiate the services that are available when there is continued DHS/DSS involvement as opposed to when this is no longer an option.

When completing each section please provide the requested information for the three separate identified populations:

- **Population #1:** 14 through 16 year olds currently in an out-of-home placement.
- **Population #2:** 17 to 21 year olds currently in an out-of-home placement.
- **Population #3:** 17 to 21 (or 23) year olds who are being served because they have entered relative guardianship assistance, adoption assistance, or they have aged out of foster care.

Positive Youth Development (PYD) is extremely important in guiding service implementation and should be taken into consideration and documented throughout the annual plan. The PYD principles are provided below.

- *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.

1. Identification, Outreach, and Waitlist:

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

Population #1: The Adams County Chafee program has offered skill building groups and other opportunities to youth 14 and older for over 20 years.

- Groups formerly known as Socialization Group, Youth Connections and most recently, Basic Life Skills have been offered yearly or biannually with limited success
- A Trails report was developed to identify 14-15-year old youth in care in Adams County; outreach to caseworkers via email and phone calls in attempts to generate referrals
- Groups were scheduled after school hours, however, issues with limited referrals and securing transportation for youth have proven to be ongoing barriers to sustain the groups
- Multiple attempts are made to engage this population, including tasking an IL Transition worker from Youth in Transition (YIT) to complete the Casey Life Skills Assessment (CLSA) and develop an Independent Living Plan (ILP) with the youth within 60-days based on their assessment. This plan proved difficult at times, often due to scheduling issues with the youth, caseworker, IL transition worker and placement/provider. This practice has been discontinued
- Agency contacts for CLSA and provide login and technical assistance to workers completing the assessment with youth on their workloads
- In October 2016, we began offering a monthly Basic Life Skills group, providing pre-Chafee skill building. After several months, attendance dwindled and the group was cancelled

- Basic Life Skills was offered again in 2017 but we did not receive enough referrals to reinstate the groups. We are exploring the possibility of collaborating with the Sanctuary and other placements within the county to provide some form of groups to youth in these placements.
- We are always available to provide case consultation and resources to caseworkers working with 14-15 year old youth in care. In October of 2018, we began sending agency staff a monthly email with tips designed to help youth build independent living skills through activities related to time management, prepping for a new school year, grocery shopping tasks, using cleaning products, doing laundry, etc. These tips can easily be shared with providers and parents.
- When appropriate, youth ages 14-15 may be invited to attend special events or workshops hosted by Chafee.
- When youth are approaching, or reach age 16, they are referred to regular Chafee services; introduction to services and assessment scheduled. We may open a 15 year-old-youth to Chafee if our caseload allows.

Population #2: Youth in this age group are the most naturally referred as youth in care get closer to aging out.

- Chafee staff work closely with our YIT (Youth in Transition)/HITT (Helping Integrate Teens and Tweens) teams to try to ensure eligible youth are receiving services
- We attend a joint monthly meeting with YIT/HITT and provide them with information about openings and program updates since they are likely to refer to Chafee as they work with older youth
- Provide outreach and technical assistance to other programs within the agency that work with adolescents in placement
- Ensure that workers are aware of Chafee as a resource for their clients
- Attend team, unit or section meetings to present information about our program
- Communicate with group home staff and foster parents to generate referrals as they generally notify us when they have an eligible youth and we reach out to the caseworkers to initiate a referral
- Participate in a yearly Provider Resource Fair at our agency for additional outreach to staff. Provide a table to share program information, brochures, photos that reflect our work with youth and answer case specific question from workers
- Participate in New Worker Orientation
- Offer a yearly newsletter to agency staff with articles and poetry written by youth about their experiences, articles and photos reflecting events throughout the year, information about policy changes and resources, and eligibility information
- Developed a program brochure and a referral flowchart to simplify questions about eligibility and when to refer youth
- Pathways to Transition Snapshot reports are utilized on all referrals to confirm eligibility

Population #3: Many youth make the transition from traditional Chafee to After Care when their child welfare case is closed and they choose to maintain involvement with the program.

- Referrals for After Care youth may come from professionals, community members, peers and the youth themselves
- Youth at Urban Peak are often referred if they plan to live in Adams County or were previously involved with the county; coordinate services with the Urban Peak staff and Pathways Navigator to best serve these youth
- We work with DYS staff to obtain referrals for youth on parole that are in community placement
- Referrals occasionally come through CDHS if the youth aged out in another state and CDHS assists in confirming eligibility
- We maintain a program Facebook page that youth can access to connect to the program and see what we offer, as well as find posted resources

B) Describe (in bulleted format) how the county will verify a youth meets the citizenship or qualified alien requirements before accessing CFCIP services [SSA Section 472(a)(3), INA Section 245A(h), and INA Section 210(f)].

- Referrals are not accepted as complete unless they include:
 - Copy of birth certificate
 - Copy of Social Security card or recently stamped (within 60 days) official request for a new card
 - A photo ID, if available
- Referrals for youth in the Unaccompanied Refugee Minor (URM) program must include at least two supporting documents that may include:
 - Colorado ID
 - Social Security card
 - Alien Registration card/Green Card
 - Employment Authorization card
 - Affidavit of Proof of Lawful Presence
- Youth must have an approved I-485. Eligible URM youth are in the custody of Denver, Clear Creek or El Paso County Human Services and are placed through Lutheran Family Services and have an approved I-485.
- SIJS status youth are not eligible

C) Describe how the program will operate a waitlist if there is a need for one. Include how the program will prioritize youth with the most need and on what criteria this is based.

- a. Previous participation in Chafee services or transfer of services from another county or state*
- b. Emancipation or risk of emancipation from child welfare or exit from the Division of Youth Corrections after age eighteen*
- c. Risk or history of homelessness, human trafficking or runaway*
- d. Youth in RCCF placements may be opened when they are within 90 days of stepping down to a lower level of care*
- e. Youth ages 14-15*
- f. Youth who entered Adoption Assistance after age 16*
- g. Youth who entered Relative Guardian Assistance after age 16*
- h. Enrollment and progress in post-secondary educational activities, internships or apprenticeships*
- i. Enrollment and progress in workforce development opportunities*

The Adams County Chafee Program can provide services to up to 45 youth in the program at any given time, although we may occasionally be over the cap as we do not decline transfers or re-opens. Priority will be given to those youth as listed above to ensure emancipating youth receive services as they generally have fewer supports available to them. Youth already receiving services in another county and transferring in would also receive priority to prevent a gap in services. Youth that are homeless, youth involved in human trafficking, or youth at risk of either would also be priority cases to try to help them gain stability and minimize their level of risk in the community. All other situations will be assessed on a case by case basis when prioritizing.

While youth are waiting for Chafee services, caseworkers continue to partner with kin or placement providers to ensure that “teaching moments” within the home environment are occurring. This includes daily living skills, seeking out/scheduling medical appointments, job seeking and employment skills, public transportation skills, money management and obtaining vital documents. Youth who are in a school environment are encouraged to participate in the classes the school offers regarding independent living skills. Often youth are assigned either a CASA or YAP worker to assist with navigating resources within the community. Caseworkers are expected to document these activities in Trails to reflect the youth are receiving Independent Living activities. We continue to develop our programming for youth ages 14-15 and previously considering monthly workshops with little engagement by the population; an age appropriate workbook to begin skill building may be utilized.

2. 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 ongoing casework practice for youth who continue to have ongoing involvement with child welfare.

Population #1: ACHSD utilizes a wide array of tools to ensure adolescents involved with the agency have every opportunity to have appropriate, supportive relationships with biological family, extended family, psychological family, mentors and other community supports. Sibling visits are a priority and contracted services for transportation and supervision may be utilized to ensure they occur regularly. Efforts to reunify with family and/or maintain family relationships are always a priority unless there are no viable options available. Among the resources available to caseworkers are:

- Family Team Meetings (FTM's)
- Permanency Round Tables (PRT's)
- Intensive Family Finding (IFF)
- Youth Voice meetings
- Prudent Parenting standards allowing for more extracurricular activities
- Diligent Search/Court Partners pilot program with Maplestar initiates the process at the shelter hearing
- Therapeutic services through our Internal Treatment Team
- Supportive services through our Life Skills Team
- Services through Griffith Center, Maplestar, Shiloh, Savio, The Hope Initiative and other contracted programs
- Permanency Pacts
- Snapshot of Support
- Youth Connectedness Scale
- Genograms
- Court Appointed Special Advocates (CASA)
- Child Family Resource Team (CFRT)
- Adoption
- Allocation of Parental Rights (APR)
- Relative Guardian Assistance (RGA)

Population #2: All tools listed for population #1 may be used with youth 16 and older still in care, and additional resources may include:

- Dream Makers
- Youth Advocacy Program (YAP)
- Metro Youth Alliance
- Project Foster Power
- Lifelong, Inc. for youth mentors
- Choice Program through the Adoption Exchange

Youth assist with identifying their support network and permanent connections through all of these resources, but especially through development of Independent Living (IL) plans (Roadmap to Success/ITP/ETP or Chafee plan) with their caseworker and/or Chafee worker. Caseworkers are generally mindful of potentially supportive relationships and nurture those potential relationships while ensuring for the safety of the youth by following appropriate protocols.

- 2) Describe how the Chafee program will serve as a support, rather than a replacement to the efforts described in question #1 above, to support the development of lifelong connections.

Population #1: Caseworkers will primarily work with the youth and/or family to identify possible connections and will request diligent searches, when needed.

- All tools listed above may be utilized in any case open to the agency
- Chafee provides consultation and resources as needed with this population
- Monthly BLS tips involve activities between the youth and their caregiver or other support person
- In situations where a Chafee case is open prior to age 16, Chafee workers may attend PRT's and FTM's to gain an understanding of the family history that may be useful in continued work with the youth and to support transition goals set by the team

Population #2: Although the caseworker would still be the primary on these cases, Chafee workers may be increasingly involved in the quest for permanent connections for our clients.

- We attend PRT's and FTM's whenever possible to gain a clear understanding of the family history and level of available, appropriate support
- Trails records may be more thoroughly reviewed to gain an understanding of the family dynamics and history, especially if related issues are effecting the youth's progress
- Chafee workers may be assigned tasks with the youth through PRT's that assist in the process of identifying supportive, permanent connections for youth
- We encourage youth to "think outside the box" when identifying possible supports in their Chafee plan
- We provide groups on healthy relationships and communication, as well as provide socialization activities to help youth build confidence in developing/maintaining relationships
- We have provided funding, when available and appropriate, to support maintaining connections (i.e.: plane ticket for a client to see their grandparents)

- 3) For Population #3 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.

Population #3: After Care youth are supported in developing and maintaining relationships with family, friends, coworkers, professionals, faith based organizations, etc.

- We provide opportunities for groups, experiential and social activities with peers
- We update Chafee plans as needed, and discuss changes in "supports" that may have impacted the youth
- We notify youth of any leadership opportunities through advisory boards or other youth-driven resources
- We refer and support youth in utilizing programs like Rainbow Alley and Urban Peak in efforts to build relationships with others who have had similar life experiences
- Funding to support connectedness (i.e.: restaurant gift card to take someone they cared for out to a meal over the holidays)
- We utilize the Youth Connectedness Scale and Circle of Support to revisit relationships that may have changed over time and to identify new supports
- We utilize the Permanency Pact as youth near transition to identify specific supportive adults and peers that may be available to help in specific situations (i.e.: where they can spend the holidays, help if their car breaks down, regular check ins, etc.). This document provides a chance to speak to youth about their identified supports to ensure they are viable.
- We accept a youth's chosen relationships. We do not judge whether a relationship is positive or negative for the youth, but we do address any concerns we see that arise

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.
 - Chafee can provide individual consultation to youth to assist with any personal and confidential issues and make referrals to appropriate resources when necessary.
 - We collaborate with the University of Colorado School of Nursing to provide a Life Skills group centered on Health and Hygiene. The group covers general physical and dental health issues the youth may have and provides for a Q&A in an open, honest environment.
 - We collaborate with a nutritionist through Tri-County Health to present information about choosing a diet that is beneficial to their overall health as well as signs of any vitamin deficiencies
 - Through our collaboration with Tri-County Health Department and their Registered Dietician, we take youth grocery shopping and prepare a healthy, family-style meal
 - We have utilized the Adams County Wellness Program and CSU Cooperative Extension to teach youth about health, nutrition and wellness
 - Chafee provides education to youth about options for medical care based on immediate needs (i.e.: PCP, doctor's office/clinic, Urgent Care, Emergency Room)
 - Chafee staff assists youth in locating medical, dental and mental health providers that accept Medicaid
 - We assist youth with the Colorado PEAK tools to apply for and monitor their benefits
 - We provide youth a Health Record resource so they can use to keep a record of their own providers, vaccinations, medical history, etc.
 - Chafee staff ensures that all active After Care youth who are eligible for Former Foster Care Medicaid are currently enrolled. We can easily confirm if their FFC Medicaid case is open through a Trails search
 - When in contact, Chafee staff provide former clients under the age of 26 with information about Former Foster Care Medicaid so they can confirm coverage or be quickly reactivated. We contact CDHS when there are issues or errors with a youth's eligibility. In addition, if a youth moves out of Colorado after their child welfare case is closed, Chafee staff ensure they are aware their Former Foster Care Medicaid will be deactivated, but may be reinstated if they return prior to age 26. We may facilitate reactivation or refer them to an appropriate resource if they are not living in Adams County. This is often the case with youth who go to Job Corps or those who find family members and move to reconnect.
 - Workers attend available training related to youth health needs such as T1D, depression/suicide, etc.
- 2) Describe the services the program will provide to help young people make informed sexual health decisions and meet their sexual health needs.
 - Life Skills group youth attend two groups presented by Tri-County Health Department: Abstinence/Birth Control Methods and Sexually Transmitted Infections. They receive the most accurate and up-to-date information possible from a public health nurse, as well as a variety of confidential resources they can access. They learn the proper way to use condoms and other forms of birth control to avoid unplanned pregnancies and STI's.
 - Life Skills group members also participate in groups regarding Healthy Relationships and Healthy Sexuality presented by Rainbow Alley, our Internal Treatment Team, or Chafee staff. These groups are presented twice a year as part of the group curriculum.
 - Through our partnership with Tri-County Health, the Chafee program has condoms available for all youth at all times. We regularly provide information about local resources (i.e. Planned Parenthood, Tri-County Health, local clinics, etc.) and make referrals, as needed.
 - We have worked with several transgender and questioning youth and have utilized various community resources including Rainbow Alley, The Center, The Gender Identity Center and

Corey Barrett (private provider) to assist in our work with these youth. We strive to ensure that these youth receive very specialized referrals and services as this population can be at increased risk if in the community without supports. Often, youth are coming to realizations about their sexuality after they have aged out of the program, but we continue to provide resources and support.

3) Describe the services and supports the program will provide to young people who are pregnant and parenting.

- Approximately every other summer, we collaborate with our Internal Treatment Team to provide a one-day workshop on relationships and parenting
- We utilize and refer youth to community based services such as Tri-County Health/Nurse Family Partnership, CSU Extension classes, Child Find, Head Start, A Precious Child, Megan's Wish, CCAP and Qualistar, parenting classes and fatherhood boot camps/rights resources, among others
- We may refer pregnant/parenting teens to available housing programs including Hope House, Warren Village, Mercy House, Decatur Place, Father Ed Judy House/Catholic Charities, Bannock Youth Center/Volunteers of America, etc.
- We provide ongoing, individual support to our young parents throughout the duration of their Chafee case. We assist them with gifts for their children at the holidays as most of them cannot afford to purchase anything on their own. Youth are also offered available donated resources such as grocery and furniture gift cards, when available.
- We attend FTM's and other staffings related to the child(ren) of clients when requested by the caseworker
- We support youth in choosing to place their child up for adoption. We provide information about various local agencies so youth can decide what program feels right to them and have accompanied youth to appointments at agencies and provided support throughout the adoption process
- We work with struggling parents to locate supportive resources which at times, may require a child protection referral. We are honest and straightforward with our young parents if this is the case in the hopes we can continue to maintain our relationship with them while they work to resolve safety and well-being issues related to their children
- If requested, we may attend hearings with court-involved parents on our caseload to provide support

4) Describe the services the county and program will provide to help young people make healthy relationship decisions.

Population #1: Youth in this age range may receive support and services through:

- Chafee workshops/activities open to all clients
- Monthly BLS tips for caseworkers, providers and other supports to utilize
- Individual and group therapy
- Use of mentoring opportunities (i.e.: CASA, Lifelong, Inc., Choice, etc.)
- Early intervention through Fostering Healthy Futures between the ages of 9-12

Population #2: Youth in this age group participating in Chafee receive information and services in a variety of ways:

- Various groups discussing Healthy vs. Unhealthy Relationships, healthy sexuality, discussing all types of relationships (intimate, friendships, family, etc.)
- Full-day workshop every other summer regarding relationships and parenting
- Utilizing "Tea Consent", "Sandwich Consent" and similar online tools in group and individual discussions with youth
- PRT's and FTM's

- Utilizing programs such as the Youth Advocacy Program (YAP), CASA, Dream Makers, Lifelong Inc., Choice program
- Referrals to local mental health agencies for therapeutic intervention
- Individual, timely work based on a youth's specific relationship situation; ongoing discussion about current relationship related issues/concerns
- Opportunities for appropriate pro-social and experiential activities with peers

Population #3: Older youth generally require a lot of support around relationships and this may be provided through:

- Ongoing individual meetings with youth
- After Care peer support group
- Pro-social activities
- Workshops specific to healthy relationships and parenting
- Referrals to local mental health agencies or other resources for therapeutic intervention/crisis, grief and loss, individual or couples counseling, etc.
- Unfortunately, on occasion Chafee staff have had to involve law enforcement to ensure the safety of our clients when they have reported incidents of abuse

- 5) Describe the services the county and program will provide to help young people make healthy lifestyle decisions (including but not limited to substance use, exercise, tobacco use prevention, etc.).

Population #1: Many of the resources available to youth in this age range are external, including:

- School programs such as PE, health classes and specialized activities
- Physicians/medical staff
- Church/religious organizations
- Mentors
- Providers and caseworkers

Population #2: Youth in the Chafee program receive detailed information pertaining to these issues through:

- Values/Lifestyle Choices group discussing personal values, habits and choices (substance abuse and sexual health), reputation and stress
- Health & Hygiene group facilitated by staff and students from the CU School of Nursing covering a variety of health-related topics, including dental health, and the impacts of smoking/substance abuse
- Food I/Nutrition group with a nutritionist from Tri-County Health or the Adams County Wellness program discussing diet, exercise and general health
- Personal Branding workshop addressing the use of social media, how they present themselves, how they can reinvent themselves, and how they wish to be regarded
- Specialized groups related to substance abuse, when needed
- Experiential activities that offer appropriate risk-taking challenges in a safe environment
- School programs such as PE, health classes and specialized activities
- Assistance with accessing the local recreation center/fitness centers
- Physicians/medical staff
- Individual meetings with Chafee worker
- Probation-UA's and/or classes
- Church/religious organizations
- Mentors
- Providers and caseworkers

Population #3: This group may receive additional information and support through:

- Group attendance (Health & Hygiene, Food I/Nutrition, specialized groups)
- After Care support group peer discussions
- Experiential activities that offer appropriate risk-taking challenges in a safe environment
- Assistance with accessing the local recreation center/fitness centers
- Utilizing Colorado Quitline for free support to stop tobacco use
- Online resources and research
- Individual discussions with youth, when pertinent
- Probation or Parole-UA's and/or classes
- Referrals to available/appropriate community resources

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.

- Youth are asked to identify specific support people and how they would utilize those supports. While one person may be a support for a place to stay, another might be utilized for a ride to a medical appointment. Youth are often surprised by the number of support people they have in their lives once they think about it, and others need assistance to build their network
- Youth often struggle after leaving the system and we work with those youth to access services they may need. We assist them in connecting or reconnecting to appropriate resources, when needed. Often, services through a mental health agency are necessary, especially for those having great difficulty adjusting to being out of care
- After Care group and socialization activities provide opportunities for youth who were in care to connect to other youth with similar experiences. They are often in a position to provide support and resources for each other through peer-to-peer support. They can provide each other a different level of encouragement and support than they receive from professionals in their lives
- Youth are offered opportunities to participate in leadership and peer driven programs such as the Metro Youth Alliance and Project Foster Power
- Joint activities for all Chafee program youth can and have resulted in "natural mentoring" situations that benefit both the older and younger youth
- Youth are encouraged to get involved in the community through their school, volunteering, faith-based programs, community events, Rainbow Alley, Bridging the Gap events, etc. to encourage interactions with non-agency professionals
- Youth who reconnect to family members after leaving care are counseled and assisted with the process to help address issues as they arise
- Youth at certain postsecondary education programs are connected to Fostering Success, a program that assists former foster youth in adjusting to college life. They provide support in a multitude of ways including school/dorm supplies, counseling, activities and tutoring
- Youth have been utilizing Dream Makers, a program that reaches out to teens who are aging out of the foster care system without family support. They strive to empower youth by providing them opportunities to "dream about their future". They fulfill dreams related to employment and education needs for these youth

7) Describe how the county and program will collaboratively serve young people with physical and developmental disabilities.

Population #1: When youth with disabilities are in care, their caseworker ensures they receive specific accommodations to meet their needs:

- Specialized foster care/medical foster care
- Contact with the schools to provide appropriate educational related services and accommodations; attendance at IEP and 504 Plan meetings

- Assessment/Referral for SSDI and/or CHRP
- Working with physicians to ensure medical needs are addressed and any necessary medical devices are available to the youth (hearing aids, glasses, wheelchairs, etc.)
- Referrals to local community center boards for possible transition to adult services

Population #2: Youth with disabilities will be referred to Chafee when the caseworker believes they may benefit from services. Collaborative efforts may include:

- Assessment to determine appropriateness for the program
- Recommendations for services and/or activities based on the assessment
- Referrals to external programs such as Honeyman, Inc., school-based programs, Workforce & Business Center, SWAP or the Division of Vocational Rehabilitation (DVR)
- Open Chafee case if youth can understand the concepts of independent living at an approximate 9th grade level and is willing to engage in services; assessment and recommendations for available services
- Individual appointments and/or group attendance to build independent living skills, based on need
- Appropriate transition support; connection to available community services
- Referrals to local community center boards for possible transition to adult services

Population #3: Youth in this age group with disabilities may be receiving or have been referred to:

- We may attend Support Intensity Scale (SIS) meetings in preparation for youth leaving child welfare and entering adult services
- Adult services for transition between ages 18 and 21
- SWAP or DVR to build employment skills
- Honeyman, Inc. or community center board to build a support network, learn basic life skills and receive services specific to their disability
- Youth open to Chafee may continue to receive supportive services and resource referrals until they age out of the program
- Collaboration with young adult disability serving agencies such as North Metro Community Services, Dungarvin, Developmental Pathways, available host homes, etc.
- Transition support, including intervention services, if the youth's child welfare case closed prior to them turning 21 and they were not appropriate for adult services
- Staff attends trainings related to assisting young adults in applying for SSI, applying for long-term care, etc., to understand the processes and eligibility.

8) Describe how the program will support the young people you serve when it comes to their culture, linguistic needs, racial and ethnic backgrounds, sexual orientations, and gender identifies.

- The Adams County Human Services Department is very proud to have become the 1st Child Welfare Agency in Colorado to seek, and be awarded two seals through the Human Rights Campaign, the largest organization in the US that lobbies for LGBTQ equality. Our agency received the 2019 "You Are Welcome Here" seal and the 2019 "Recognized Innovator in Supporting and Serving LGBTQ Youth & Families" seal, which is currently the highest level of recognition awarded. Staff completed numerous trainings related to service provision for youth and families in regard to LGBTQ considerations, as well as recruiting and supporting foster and adoptive homes for LGBTQ youth
- As the Adams County Chafee program has had several URM clients on our caseloads for the past three years, we are always trying to obtain more information on best practices in working with these youth. This includes participating in CDHS URM Quarterly meetings when possible, as well as educating ourselves about the youth's history, region they came from and their specific cultural backgrounds
- Our program strives to provide culturally responsible services to our youth and if we cannot meet their needs, we try to locate and secure supplemental services that can fill that void. For example, Native American youth may be referred to DIFRC or DIC to receive additional

services that are culturally specific. Mango House or the African Community Center may be utilized if a youth is a refugee.

- Several years ago, an incident with a youth led us to add a Prejudice & Tolerance group to our curriculum. The group discusses the meanings of the words and different groups that have faced prejudice in the past and present. Youth consistently bring up ethnicity, sexual identity/preferences, religious preferences and often, being a teenager in foster care. Current events are often a topic of what can become a lively conversation. The group watches "The Mighty Times of Rosa Parks" and then we discuss the difference one person was able to make. We encourage them to stand up for others when it is safe to do so.
- Adams County staff includes a Diversity & Inclusion Administrator who provides innovative cultural awareness and other related trainings to staff. We are hoping to utilize his expertise to provide a group or workshop for Chafee program youth. Although we provide a group on Prejudice & Tolerance, his presentations are very unique and we feel youth would benefit greatly from attending.
- Rainbow Alley staff provide a Life Skills group addressing healthy sexuality and includes information about consent, sexual identity, sexual preferences and supportive resources for struggling youth.
- Chafee clients often have issues around sexual identity and sexual orientation. Chafee workers strive to have open, honest relationships with our youth that allow them to share their issues and concerns in a Safe Zone so we can help them to the best of our ability. Program staff has become more and more familiar with local community resources that can offer them information and support. We refer youth to these resources any time they confide their struggles so they can have additional supports in place while determining who they are and what they envision for their future relationships and sexual identity. Campus resources are recommended to youth who are attending post-secondary institutions.
- As LGBTQI youth would often benefit from additional support services, youth are often referred to community resources including The Center, Rainbow Alley and Cory Barrett, a private provider who was affiliated with The Center for many years and continues to work with LGBTQI youth through grant funding. Program staff take extra care in working with these youth and seek applicable training to ensure their needs are being met as they can be at increased risk of maltreatment and self-harm.

C) Safe and stable housing

- 1) Describe how the county will strategically access the full continuum of financial housing resources for youth including Independent Living Arrangements (ILA), Chafee, and Family Unification Program (FUP) vouchers.

ACHSD may offer ILA stipends to youth 16 and older who meet specific criteria. When a supportive adult is identified, a background check is completed and if approved, an independent living contract is created with goals and objectives the youth must complete to receive a stipend. Through the use of stipends, youth contract to receive a dollar amount attached to a certain task or goal. As they accomplish those tasks or goals, they receive an appropriate stipend to help support them in their IL situation. The caseworker documents the plan in Trails and provides monthly reports on progress, as well as works with the support person in providing independent living skill opportunities. The maximum amount a youth can earn is up to \$800/month, increased in 2016 from \$500/month. An ILA may be approved for placement with a non-relative, positive permanent connection or for a scattered site apartment. They may be assisted with a deposit, purchasing a bed, etc. through county funds as they are still in care. On a case-by-case basis, administration may also approve a \$400 monthly incentive to providers when there is a need, for a total available stipend of \$1200. We also utilize transitional programs such as Third Way Lincoln and Next Steps to assist youth in preparing for their eventual emancipation. Adams County has had a contract in place with Shiloh Homes to operate a two-bedroom independent living house that youth may reside in to assist them in transitioning into independence. Due to damages reportedly caused by a former client/tenant and a recent break-in, the house has been unavailable for use, however, the contract remains in

place and we await the availability to utilize the house again. When available, this house is assigned a "house caseworker" who works specifically with them on their day to day needs. Youth who meet the criteria to live in the IL House have the opportunity to practice living on their own with a safety net provided through continued involvement with ACHSD. The youth has to have an OPPLA goal and the ability to show progress in treatment, consistent responsibility and consistent ability to make good decisions. Once it is determined that a youth can live independently, a staffing occurs and the transitional case manager works independently with the youth to assess their needs and determine what is required to ensure the youth's success. Youth are expected to be employed and/or attend an education program and to actively work toward their emancipation. When they are ready to move to an IL situation, youth who are still in care may receive county funding to pay application fees and deposits as well as set up their new home. They may also contract to earn a stipend until their child welfare case is closed. Additionally, a project has been approved to redevelop our former location at 7401 N. Broadway into low-income housing for youth and families. The proposal includes up to 8 one-bedroom apartments for youth over age 18 still in care on IL stipends and youth who have aged out and are in good standing. We are very excited about the project and although it will not be available for approximately 2 years (projected availability June 2021), it will provide an invaluable resource for this population. This will not be a resource for clients who are sexual offenders, and it is difficult to find housing for youth in this situation. For these After Care youth, we often utilize Craig's List and other sources offering "rooms for rent", as very few apartment complexes are an option. Adams County continues to support youth in utilizing FUP vouchers when available and appropriate. Youth must now complete the Service Prioritization Decision Assistance Tool (SPDAT) to be placed on the waiting list for FUP and other types of housing vouchers. Youth staying at Urban Peak are automatically assessed, and we assist youth in need that are not staying at the shelter with transportation and scheduling at the Urban Peak Drop-In Center to complete the assessment. Through this process, they are placed on waiting lists for vouchers they are eligible for and will receive the first one that becomes available. As youth receive a voucher, Chafee staff may assist with apartment searching, applications and fees, hold fees, deposits, household items, furniture incentive cards, food, etc. After they move-in, they are no longer eligible for housing funds through Chafee as it is a duplication of funding, but we continue to work with them around budgeting, employment, education and any other daily living skills they may need.

- 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.

Youth still in care are expected to work and save money to assist in their transition to their own housing. The county may assist with costs of deposits to help them secure a place to live, and they may receive further financial support through their stipend. After Care youth may be referred to Family Unification Program (FUP), Volunteers of America (VOA), Colorado Access or other programs for housing assistance. They may be assisted with application fees, deposits, household items, furniture, food, etc. through Chafee housing dollars (2801). FUP and VOA may also be utilized to provide financial assistance when youth are securing housing. As previously noted above, youth who receive a voucher may be assisted with costs related to secure housing, but once they receive benefits through the voucher (generally rent for month two, they are no longer eligible for Chafee After Care housing dollars, so we utilize other resources for assistance. Our collaboration with the Dream Makers program has become invaluable as they assist in providing items that support youth in their transition to independence. They are often able to assist with funding and household related items, including move-in kits and gift cards for furniture. Aurora Warms the Night offers furniture and household items, as well as daily meals, laundry facilities, etc. In the winter months, they offer emergency shelter and clients may transition into permanent housing once in the program. Comitis Crisis Center is another local resource we may refer clients to for both shelter and potential transition services. In addition, ACHSD developed a program several years ago called Building Blocks for Young Adult Program (BBYAP). Youth who emancipated from ACHSD custody may request funding for a variety of needs, including housing costs until the age of 24. BBYAP funds have been

used to meet the needs of a multitude of youth who were either not in Chafee, who have aged out of Chafee, or when Chafee funds were unavailable. Youth are also able to contact adolescent caseworkers or Chafee workers within Adams County through YIT and Chafee Facebook pages that are monitored daily. There are in-house Benefits Navigators that can assist youth in determining eligibility and signing up for appropriate benefits. Youth may also be referred to the new website at www.Benefits.gov to utilize the available benefit finder to determine what benefits they may be eligible to receive. We moved to a new county building in September 2017, affording clients the opportunity for “one stop shopping” as entitlement programs, the housing authority, Child Welfare, the Workforce and Business Center, Chafee, etc. are now housed under one roof. This has improved access to various supportive programs as we can walk them directly to the check-in area. We work closely with the youth to develop a reasonable, working budget prior to move out so they are as prepared as possible for the reality of being self-sufficient and revisit their budgets often when they are living on their own.

- 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.

There is a consistent lack of transitional housing resources for our emancipating youth that can provide them with an opportunity to learn the skills they need while living in a realistic environment. The options for a youth who is out of care are very limited and if there are no vouchers available, they can be wait-listed for multiple months after their application is accepted. Many of our youth have significant mental health needs or substance abuse issues and maintaining housing on their own proves very difficult. Housing programs through mental health, FUP and VOA are utilized when appropriate and available. Currently, the lack of affordable housing in the Denver metro area is a significant barrier for youth, even for those with housing vouchers as it is difficult to find housing that is within the payment standard, at times resulting in a youth's voucher expiring before they are able to secure stable housing. We are connected to a property manager who facilitates groups on searching for appropriate housing and understanding leases so youth have as much information as possible to make informed decisions about their housing. An updated 3- year MOU with Mile High United Way/Bridging the Gap was submitted in July 2018 and a fully executed copy was returned in December 2018. The MOU is in effect until 7/1/21 and allows for youth currently in foster care to be referred and utilize the vouchers with a case worker providing the case management. Vouchers have been extended from 18 months to 3 years, giving youth extra time to achieve stability. While we feel strongly that moving directly from foster care to public housing is not an ideal transition plan, some youth have been referred during their transition due to limited options. FUP is our primary housing assistance resource for After Care youth, and we prefer to utilize it closer to age 21, when possible. Vouchers have been frozen or unavailable for most of 2017-19, however, they have recently become available again and a new referral process was developed. Youth are now required to complete the SPDAT through a shelter or the Urban Peak Drop-In Center, then they are placed on waiting lists for any vouchers they are eligible for. We work with youth to ensure they can complete the SPDAT and have the documents needed to navigate the process and obtain housing. This new process makes youth transitioning from foster care a lower priority due to less vulnerability on the SPDAT and further limits housing accessibility to these youth who may not present as high needs at the time of the assessment due to just exiting care. As previously noted, there is an urban renewal project moving forward to redevelop our former office and when complete, will make available 8 low-income apartments that may be utilized specifically by former foster youth. There has also been some discussion with Unison Housing (formerly Adams County Housing Authority) that some of the apartments would have a lifetime voucher attached to them that would travel with the youth, and the next youth in that apartment would start with a new voucher. We would work with Unison Housing to refer the most appropriate youth to these situations. ACHSD is beginning the process of developing an MOU with Unison Housing regarding this project.

- 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.

Chafee program staff work with youth to consider all possible housing options including housing vouchers, renting rooms, or living with a roommate. Many youth reconnect to family members or psychological family members after leaving care, more notably since the implementation of PRT's. We can assist them in exploring possible housing options with these resources. We may provide roommate questionnaires to address issues prior to move-in, simple leases to use in room rental situations, and assistance with apartment searching. Our program works in conjunction with programs like FUP, VOA and Rox Place to help youth maintain housing once it has been secured. We are connected to a property manager who facilitates groups on searching for appropriate housing and understanding leases so youth have as much information as possible to make informed decisions about their housing. She has also assisted in helping some of our youth get housed as she often notifies us when there are apartments available at her properties. Dream Makers has assisted with funding to help youth obtain or maintain housing, and provided 2 Adams County After Care youth with donated vehicles so they could get to one or more jobs more easily and earn money to support themselves.

- 5) 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.

ACHSD has a long history of collaborating with Urban Peak, the primary homeless shelter for young people in Denver. Other programs in the Denver Metro area we may work with include Bannock Youth Center/VOA, Comitis, Samaritan House, Aurora Warms the Night, Colorado Coalition for the Homeless and Open Door Fellowship. When appropriate, we can work with other providers outside of our area, such as The In-Between in Boulder County and Urban Peak in El Paso County. We work with a youth, their case manager and/or Pathways Navigator to assist the youth in obtaining steady employment and permanent housing. These youth are primarily in After Care and discharged from care to a living situation that did not work out or is no longer viable. As familial situations change over time, we may help youth reach out to family members to determine if there are temporary or permanent options for housing. As previously noted, ACHSD is collaborating with Unison Housing to plan a low-income housing development and through that process, advocated for apartments specific to foster and former foster youth over age 18. This project continues forward and we are excited at the prospect of having new scattered site apartments for our youth within the next 2 years.

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

On occasion, a youth will transition out of care to a homeless shelter. This is never our first choice and only occurs only after all efforts to stabilize a youth have been exhausted. Unfortunately, these youth are often struggling with mental health or substance abuse issues and are refusing to comply with agency recommendations and/or court orders. Many times, these youth are "done with being in the system" and request their child welfare case be closed, even if they do not have a housing plan. Fortunately, it is often the case that after some time away from the "system", they are more willing and able to follow through with the things they need to do to become stabilized. This is a prime opportunity for Chafee After Care services to be of benefit and if we have previously closed a case due to refusal of services, we can easily re-open their Chafee case and coordinate with shelter staff to help them obtain stability. We are often contacted by Urban Peak in these situations to reopen a case for a youth who left placement prior to their child welfare case being closed. We also contact the shelter to outreach regarding clients who end up at their facility. We attend teaming's and Pathways staffing when we are working with a youth in common to provide the best support for youth working on their goals for education, employment, housing, connections and their health and well-being.

- 7) Describe the status of the county and Chafee program efforts to re-engage youth who may be receiving services through an RHY provider and are Chafee Eligible, and/or may be on the run from foster care.

If a youth who is freed for adoption and has an OPPLA goal runs from care prior to their 18th birthday, the child welfare case is held open until their 18th birthday. If they do not return, a motion to dismiss is submitted to the court after their 18th birthday requesting approval to close the case. For youth with a goal of "Return Home" where parental involvement is active, the case is held open for 30-60 days before a motion to dismiss is filed. The length of time a case is held open in this situation is on a case-by-case basis. For example, a case involving a teen mother may be held open longer with the hope she will return and reengage with services. As Chafee services are available until age 21 (soon to be 23), the youth may reconnect for services any time and the case can be reopened as long as they are eligible. The current rule for this situation requires that a youth did not run prior to their 18th birthday and was in a paid placement on that date. We are often contacted by Urban Peak in these situations to reopen a case for a youth who left placement prior to their child welfare case being closed. We utilize Trails tools such as the Pathways to Success and Client Placement reports to determine eligibility. There have been instances where a youth is identified as Chafee eligible through their association with other youth who are participating in the program. When this occurs, we verify eligibility and work with the youth to complete a self-referral, complete an assessment and develop an IL plan to address their individual goals.

D) Secondary educational attainment

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

Population #1: Youth in this age group are supported in whatever ways possible to continue making educational progress and to limit school changes while in care. When appropriate, caseworkers try to place youth in or near their home school, or make transportation arrangements if that is not possible. The county contracts for transportation services to ensure youth can continue attending their originating services, whenever possible. Caseworkers attend school staffings including IEP's, 504 meetings, safety meetings, etc. to ensure youth are receiving appropriate educational services. Under ESSA guidelines, caseworkers are responsible to request BID meetings to discuss possible school changes to assure decision-making is sound, should a move be considered.

Population #2: All youth are encouraged to work toward an educational goal and we adjust programming for youth, as needed. For example, if a youth is in high school and it was determined they would benefit from Life Skills group but there is a scheduling issue, we will work with them one-to-one until their schedule allows for group attendance. Chafee workers always take a youth's school schedule into account when scheduling appointments and if a meeting must occur during school hours, it will be scheduled during a less intrusive time such as lunch study hall or on early release days. In some cases, youth have been able to receive high school credits for attending Life Skills group when we have provided their school with information about the groups they attended. We support and encourage participation in extracurricular activities that allow for a more "normal" school experience, and we have often helped with funds to support those activities. We have often referenced HB 08-1019, Section 2, 22-32-128, (7) which states that foster youth will have all school related fees waived, however, we have had little success with fee waivers. Chafee workers also attend school meetings, IEP staffings, 504 meetings, and other staffings when requested to provide an additional layer of support to the youth. If a youth has dropped out, is too far behind in credits and credit recovery either isn't available or the youth is not interested, they are supported in getting their GED. We assist youth with getting referred for the GED, through the Workforce & Business Center, EGOS or other approved provider, and may include pre-testing and paying the necessary fees for tests and retests when other resources are unavailable. We have added a Career/College Prep 101 group to our curriculum that covers the basics of college/trade program planning and timelines for FAFSA, scholarships and ETV. This has also been extended into a one-day workshop in the past.

Population #3: We are strong advocates for youth who are struggling or may be behind in school and could consider alternative programs to reach a more attainable goal. Fortunately, there are many options available to youth who struggle in traditional public schools including alternative schools, online and credit recovery programs. Programs such as Emily Griffith High School, Academy of Urban Learning, Pathways Future Center and GOAL Academy may be excellent alternatives for youth who have struggled in traditional school settings. If an alternative is deemed appropriate, we can assist youth in the referral process, especially those who did not complete an educational goal while still in care.

- 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.

While a youth is working on their educational goals, we are encouraging them throughout the process to attend each of their classes, to complete their homework assignments, access tutoring, etc. so they can see progress each term. This allows them to stay focused on the end goal. As a youth prepares to graduate from an educational program, Chafee may assist with the costs of a basic graduation package for program participants, refer them for senior pictures, etc. ACHSD consistently participates in the Celebration of Educational Excellence to ensure all foster or Chafee youth involved with ACHSD who achieved an educational goal while in foster care are recognized. The Chafee Program Coordinator sends out the information agency-wide and reviews, documents and submits the referrals to ensure all eligible youth are offered the opportunity to participate. Youth are encouraged to bring family members, friends, foster parents/placement providers, therapists, teachers, coaches, CASA's, GAL's, YAP workers, or anyone else who supported them throughout their educational journey to the event. As CDHS provides each youth a significant graduation gift at the ceremony, we provide an incentive card to youth with open Chafee cases, when our budget allows. Chafee youth receive a congratulatory card and motivational pin from the program. We may also attend graduation ceremonies or parties for our clients if requested and we are available. Youth often ask us to attend so we can meet family and friends we would not necessarily have contact with through our services while they are in care.

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.

Youth are encouraged to utilize the tools available through their high school, Chafee, the My Colorado Journey (formerly College in Colorado) website, the Educational Opportunity Center, the WBC, and other resources. We assist youth with exploring post-secondary education programs, as well as with applying to colleges/vocational programs, scholarship searching/applications, financial aid applications, ETV applications, College Opportunity Fund, etc. We may take them to tour a school or program they are interested in and meet with a school representative to make sure any questions they have are addressed. We refer youth to a multitude of scholarships including Helen J. McLoraine, Forward Steps, Family Fellowship and Daniel's Fund, and recommend the use of available online scholarship sites including Fastweb and Cappex. We provide technical support to youth during the application process, and provide letters of recommendation and requests for fee waivers, when needed. Youth at certain postsecondary education programs are connected to Fostering Success, a program that assists former foster youth in adjusting to college life. The program provides support in a multitude of ways including school/dorm supplies, counseling, activities and tutoring. Youth may be referred to schools connected to the Western Undergraduate Exchange Program to help with costs if they want to attend school out of state. We refer youth to the Educational Opportunity Center and take them to meet with staff there, when appropriate. Chafee staff provide ongoing support while youth are in school which may be psychological or monetary, such as meeting with them on campus or at the dorms, or helping with rent during a difficult month. We recognize that attending a program while trying to maintain housing and

employment is extremely difficult so we will support them in any way we can. Our program often refers youth to technical/trade programs, Job Corps, Mile-High Youth Corps, apprenticeships, and the military when a youth is not interested in a traditional college education. We provide specific Life Skills groups about Job Corps, military careers and college preparation. In 2019, we added a workshop about the use of social media, and how colleges and other post-secondary programs are often making decisions about acceptance based on the content of their posts.

- 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.

ACHSD participates annually in the Celebration of Educational Excellence to ensure all foster or Chafee After Care youth who obtained a diploma, GED, degree or vocational certificate are recognized. Again, the Chafee Program Coordinator sends out the information agency-wide and reviews, documents and submits the referrals to ensure all eligible youth are included. These youth have often aged out of care and often out of Chafee as well, however, we try to maintain contact and follow up with youth when they are graduating so they can be celebrated. Youth are encouraged to bring family members, friends, foster parents/placement providers, therapists, teachers/coaches, CASA's, GAL's YAP workers or anyone else who supports them to the event. As youth receive a substantial graduation gift from CDHS at the ceremony, Chafee provides a small token gift to active clients when our budget allows. All Adams County Chafee and former Chafee youth receive a congratulatory card and motivational pin from the program

F) Adequate employment

- 1) Describe how the county and program will help young people gain the experience and skills needed to become or remain employed.

Population #1: Youth in this age group are fully capable of learning job related skills without being employed and can be easily supported by providers. Their skills can be enhanced through helping youth keep their school supplies and assignments organized, keeping their personal space clean and organized, assisting with household chores, volunteering, practicing good hygiene, etc. Many youth in higher levels of care are offered opportunities to work in the kitchen or with maintenance through their placement, skills which can transfer when a youth is ready for regular employment. Youth can begin working at selected jobs with limited hours as young as 14 years old. The WBC offers employment opportunities for younger youth during the summer, and some youth may to obtain a work permit to work during the school year if they are able to maintain their grades. Most activities involving a level of responsibility for the youth will benefit their ability to obtain and maintain employment. Use of the Casey Life Skills Assessment and free resources to identify appropriate activities and tasks is highly recommended and Chafee workers assist caseworkers and providers with the process.

Population #2: The Chafee program offers numerous opportunities for youth to gain employment skills as well as employment. Our Workforce & Business Center staff facilitate one of our weekly groups and youth learn about available services, filling out applications, interviewing skills and maintaining employment; they may also register on www.ConnectingColorado.com during the group. The WBC is the primary resource for employment services for foster and Chafee youth and they offer a multitude of resources including job referrals, self-help computer stations, access to job listings and internships. We are now housed in the same building with WBC, allowing for easier access to services and direct contact with WBC professionals. We receive all job fair notices through the WBC and post them on our program Facebook page and attend events with our group when our schedule allows. Youth also have access to internship and apprenticeship opportunities through the WBC. When our budget allows, we may offer a "Work Experience" for our clients. Youth are "hired" to complete projects at ACHSD including manning our agency booth at different events, preparing mass mailings, assembling training binders or working on our Community

Resources booklet when it is time to reprint them. Youth are paid minimum wage and in addition to earning a small amount of money, they gain on-the-job experience, professional office experience they can use on resumes, while also using program staff as a reference. Chafee staff also assist youth with developing their resumes and have flash drives with various resume templates they can choose from. After their resume is completed, multiple copies are printed on the paper of their choice and they keep the flash drive so they can make changes easily and use it when uploading their resume on job search websites/online applications. If a youth is struggling to obtain employment or wants to improve their interviewing skills, we may do mock interviews and record them so we can show the youth areas of improvement. Program staff also assist with employment needs such as uniforms, specific footwear, tools/supplies and transportation costs to help them maintain employment. When youth has special needs they may be referred to SWAP/DVR services. When our budget allows, we have contracted with the Strive for Students/Career Services Network to provide either a one-day or three-day Work Readiness workshop for youth. Youth leave the workshop with exceptional skills for understanding their interests, completing a job application, developing their resume and increased confidence when interviewing for jobs. As we have been working with the program since 2003, they will plan trips to Colorado from Arizona around our schedule so we do not have to pay for their travel and we only pay lodging and transportation for the time they are in Denver for the workshop. Youth who have completed the workshop receive a certificate, a copy of their mock interview and a small incentive. We had a workshop scheduled for summer 2018, but had to cancel due to funding.

Population #3: It is an expectation that youth in this group are employed unless there are extenuating circumstances. We work with youth to obtain and maintain employment so they can begin to save money and/or support themselves. Chafee youth would attend employment group with the WBC to learn about basic skills and available services. If they are not employed or are underemployed, we may refer specific youth to the WBC for services, or work with them individually to practice filling out applications, learn to track applications and follow-up, practice interviewing to build skills and confidence, provide funds for interview clothes, etc. We post job openings and information about job fairs on our program Facebook page and often contact specific youth when we learn about a particular job opportunity that might be a good fit and assist with referrals as needed. We try to make connections with employers in the area that might be willing to work with our youth, understanding they may have a lot of appointments, they may need some extra hand-holding as they build skills, and they may have limitations to the hours they are available. Often, these youth are struggling with untreated or mental health issues, and we encourage youth in these situations to obtain appropriate services so they can be more stabilized and begin to move forward. Unfortunately, not all youth can be persuaded to go therapy, take recommended medications, participate in treatment, etc., it is often a matter of time and waiting until they are ready to take on these challenges. Youth who are unable to work full-time to support themselves are directed to services such as The Division of Vocational Rehab and may be assisted with the application process for disability. We believe that most youth are capable of working part-time and encourage them to work jobs and hours that meet their needs in these situations.

- 2) Describe how the county and program will collaborate with family, kin, mentors, supportive adults, local workforce centers (WIOA), and community based workforce programs to help youth prepare for and attain adequate employment.

Population #1: While a youth is in care, they are given the opportunity to begin working when appropriate and approved by their team. Minimally, the provider is expected to be familiar and have open communication with the employer, although often a caseworker and /or Chafee worker will work with them directly, as well. Youth who are doing well in school and in the home are encouraged to work outside the home or facility so they can begin to save for their transition out of care. Work hours and number of hours worked are determined by their schedule, progress and grades in school, as well as behavior at home and in the community. If a youth begins to struggle, those issues will be taken into consideration and adjustments will need to be made. If a youth is a

sexual offender, great caution is used to ensure they are not working in a situation that allows for contact with children or violates the terms and conditions of probation or diversion.

Population #2: The Chafee program offers numerous opportunities for youth to gain employment skills as well as employment. Our Workforce & Business Center staff facilitate one of our weekly groups and youth learn about available services, filling out applications, interviewing skills and maintaining employment. They may also register on www.ConnectingColorado.com during the group. The WBC is the primary resource for employment services for foster and Chafee youth through the WIOA program, and they offer a multitude of resources including job referrals, self-help computer stations, access to job listings, internships, and apprenticeships. We are now housed in the same building with WBC, allowing for easier access to services and direct contact with WBC professionals. We are able to make timely referrals and have utilized both our office space and/or walked youth to their offices to meet with a case manager immediately or set an appointment. This year, we added new workshops and groups related to employment. A workshop discussing social media and how they develop their own personal brand was an addition that provided youth with insight as to what employers and colleges look for on social media sites. We also added a Payroll Education group to our curriculum to ensure youth understand how to complete a W-4 and understand the information on their pay stubs. We receive notices of job fairs and training opportunities through the WBC and post them on our program Facebook page. Youth can be encouraged to become responsible employees through the encouragement of their various supports, whether they be professional or personal. Assigning youth responsibilities and ensuring tasks are completed is a very basic tool that can help make them valuable employees. Many youth obtain their first, entry level job through a connection they have made through their support team/personal network. These resources often provide the basis for a youth's employment history and we utilize them whenever possible.

Population #3: This population should have a full-time schedule between work and school, and by age 17 we hope they have begun to build their savings for eventual move-out. Obtaining employment is a priority at this age and we may meet with youth several times to build the skills they need if they have not been able to secure or maintain employment. WIOA services are often utilized to help youth prepare for and secure employment. Internships or apprenticeships may be available to youth in the program when they are 18 years of age or older. We encourage them to talk to friends and family members about their jobs, the expectations and if there are openings. Many of these youth obtain employment through "word of mouth" from peers, often foster siblings, who let them know about immediate openings. Youth often have a YAP worker or CASA that may help them with job searching as an assigned task through a PRT. Chafee workers also assist with job searching, applications, interviewing, clothing, etc. in efforts to help youth obtain employment.

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

While a youth is in care, they are given the opportunity to begin working when appropriate and approved by their team. Minimally, the provider is expected to be familiar and have open communication with the employer, although often a caseworker and /or Chafee worker will work with them directly, as well. Youth who are doing well in school and in the home are encouraged to work outside the home or facility so they can begin to save for their transition out of care. Work hours and number of hours worked are determined by their schedule, progress and grades in school, as well as behavior at home and in the community. If a youth begins to struggle, those issues will be taken into consideration and adjustments will need to be made. If a youth is a sexual offender, great caution is used to ensure they are not working in a situation that allows for contact with children or violates the terms and conditions of probation or diversion.

G) Financial stability

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

Population #1: There are a variety of resources that can be utilized with this age group to educate them and assist with beginning skills building. Casey Life Skills offers a multitude of resources and activities for not only this population but also for children as young as 8 years old. Utilizing free tools such as Ready, Set, Fly gives parents, providers and professionals ideas of skills they can teach using the age appropriate recommendations. Young American's Bank is a brick and mortar resource where children of all ages can go to learn about financial literacy and savings at their level in a fun, youth-friendly environment. Youth often learn the basics of money management through observation, which can have a positive or negative influence. Providers and supports can model money management daily through the use of budgeting, common sense spending habits and by setting spending priorities. Simple tasks like having a youth utilize a piggy bank that allows them to see savings progress or planning to make a meal on a budget can have a positive effect on their future financial decisions.

Population #2: Money management is probably the most revisited topic with Chafee youth throughout the duration of services. As part of the Chafee Life Skills group curriculum, youth begin to learn about money management through groups on budgeting, banking and credit over a three-week span. Bank or credit union representatives present information about savings, checking and credit so youth receive detailed information from professionals in the banking field, and have opportunities to practice the skills while in group. A new Payroll Education group was added to ensure youth understand how deductions and taxes impact their net pay so they can budget their income more effectively. Budgeting and money management are concepts we address on an ongoing basis both through groups and individual work with youth. Youth receive tools to use to learn the concepts of budgeting and ones they can use ongoing to be aware of spending habits and to avoid overspending when planning for their transition from care. The Chafee worker may use a three-month bill pay exercise to help them understand the concepts of paying bills and knowing what their income vs. expenses are at all times. The worker mails "bills" to the youth and they must "pay" them in a timely manner or pay "late fees". Youth must keep track of their account balance to ensure they do not "bounce checks". It can be a useful tool for youth struggling with the concept of bill paying. We also use self-sufficiency calculators to give them a realistic picture of life on their own or to help them budget when they are already emancipated. We provide a yearly Income Tax group to help youth either fill out their tax forms for the previous year or practice filling out the forms with a mock W-2 form. Youth are also provided with information on locating Volunteer Income Tax Assistance (VITA) sites for free tax assistance that they can access in the future. Youth are assisted individually with completing tax forms, as needed. The majority of youth are encouraged to save at least 80% of any income they have while they are still in care so they can be more prepared for the costs of moving out on their own. This is generally included in their Chafee Independent Living Plan.

Population #3: Most youth in this population have either attended the money management related Chafee Life Skills groups or have worked individually with their Chafee worker to enhance their skills. For older youth, developing and tracking their budget may take several months of work until they are more confident and competent regarding their spending. We may ask them to bring in pay stubs, bank statements and receipts for all of their purchases and chart them so they can see patterns in their spending and make adjustments, if needed. Youth on stipends are often required to complete a budget with their Chafee worker or caseworker, and this becomes even more crucial for youth who have aged out and are working to become self-sufficient. ETV applications also require a student budget and is a great reminder for youth to consider school costs and scholarships when developing their budget.

- 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.

Population #1: As these youth are several years from aging out of foster care, they can begin with the basics of saving, and continue to improve their skills and knowledge over time. Challenging youth to consistently save a certain percentage of allowance or gift money, and providing safe place for them to keep their money is important. Young American's Bank provides the best opportunities for youth this age to open bank accounts and learn practical skills they will need as they begin to work and save more substantial amounts of money. Other banks offer youth programs as well, but are not necessarily as youth friendly as Young American's Bank. Hands on Banking is available online is a good resource that provides learning/games to teach banking skills and to increase a young person's awareness of banking, money and budgeting.

Population #2: Youth work with caseworkers and/or Chafee workers to discuss budgets and the money it will take to live independently. Once foster youth are earning their own money, it is suggested that they save 80% of each check towards their emancipation and practice budgeting the remaining 20% to demonstrate their ability to manage their funds between pay periods. Youth are encouraged to and assisted with opening checking and savings accounts to practice budgeting their money. Some of our foster parent providers will assist youth in investing their savings into CD's after they have saved a substantial sum. Youth are also required to complete a realistic budget per their IL plan. These discussions are documented in the Independent Living Plan section in Trails. In working with youth to develop a positive credit history, a local credit union suggested a program involving use of secured credit cards to allow youth the opportunity to use credit in a limited manner. A secured credit card can help establish, strengthen and even rebuild credit. Chafee would encourage exploration of a "pilot" program where youth on an IL stipend could be issued a credit card with a defined amount they can spend to demonstrate responsible credit card use. In addition, the Life Skills group curriculum provides for groups specific to budgeting, banking and credit where they receive information that will assist them in beginning stages of money management. Chafee staff also work individually with emancipating youth around all aspects of money management as they prepare to leave care, and that work continues if they choose to stay involved in After Care.

- 3) 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.

Budgeting and saving are topics discussed at most staffings and FTM's so the team working with the youth understands where they are at both fiscally, and in regard to their skills around money management. Youth who would benefit from more intensive education related to banking and investments are generally referred to Young American's Bank as it specializes in working with young people. They offer financial literacy classes and make navigation through information about banking, credit and investments very suitable for youth. Youth who are on a FUP voucher automatically receive services through Bridging the Gap and Young American's Bank to help them save and plan for their expenses more efficiently through the use of IDA's. Youth may also be referred to a personal banker at their local bank. ETV applicants are required to complete a Student Budget Worksheet and it allows for them to acknowledge real costs when living on their own, as well as school related expenses. They must take into account all of their income, including scholarships and student loans as well as the cost of tuition, fees, student housing and meal plans. We have previously collaborated with Banking on Our Future/Operation Hope to provide a one-day workshop addressing the importance of fiscal planning and the options available. They remain a resource for future workshops related to financial education for our clients.

H) Successful transition to adulthood from foster care.

- 1) Describe ways in which the county and the Chafee program promotes and supports normalized experiences among young people through age or developmentally appropriate activities.

Although involvement in normalized activities for foster youth is supported at a younger age, Chafee workers develop individualized Chafee plans with each youth following their assessment beginning

at age 16. We base it on their goals and needs and update it when there are major changes to the plan. The Chafee program provides many venues for developmentally appropriate activities including several levels of groups, experiential activities and socialization activities. Youth are encouraged to participate in extracurricular activities at school and work outside of their placement when appropriate, and we will work with their schedules to accommodate these normalizing activities. The program's philosophy encourages that whenever possible, our clients should be treated like anyone else and that they should have as much of a "normal" teenage experience as possible. Sometimes this means having to deal with the consequences of their behaviors, such as getting fired from a job or not having money to pay their phone bill. We work with them individually to address decision making and how they would handle a similar situation the next time. Throughout the summer and during the holiday's we make extra efforts to offer program youth experiential and socialization activities so they can have more normalized experiences and opportunities for growth.

- 2) Briefly describe any group classes or activities not already mentioned 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.

Population #1: Although we are no longer providing Basic Life Skills group to foster youth 14 and older, we send out a monthly tip for caseworkers and/or providers with ideas and resources that can help their youth begin learning the skills they will eventually need to become self-sufficient. Tips may be related to time management, organization, saving money, etc. We have a multitude of resources available to caseworkers and providers that can assist them in turning everyday activities into learning opportunities.

Population #2:

- Chafee Life Skills Groups have been part of our program for over 20 years. Groups are held year-round on Wednesday's from 4:30-5:45pm, with the exception of summer workshops/activities and holidays. Life Skills groups are attended by youth aged 15 to 21 who have an open/active Chafee case and have completed an assessment. Recommendations for Life Skills group attendance are based upon each youth's individual assessment. This group covers daily living skills such as money management, housing, employment, health, relationships, etc. and we have secured an extensive group of professionals who volunteer their time and present on their area of expertise. There are 25+ group/workshop topics in our curriculum and we continue to add new topics based on need and new resources. When youth complete the groups, they receive a binder with information about all of the topics covered and more. Life Skills groups not only provide youth with opportunities to learn new skills, they are essential to developing relationships with staff and peers. While we don't anticipate they will remember everything they are presented in group, our hope is they will remember enough detail to locate the resources they need, develop pro-social relationships with peers, and view Chafee staff as non-judgmental supports.
- Independent Living Issues Group is a 12-week group held on an as needed basis for youth on the verge of moving out on their own. This is a discussion group about issues such as problems with roommates or landlords, locating and utilizing local resources, and dealing with life issues such as buying a car. This group is appropriate for youth 17 and older who have completed Chafee Life Skills Groups and are preparing for move out within approximately 6 months.

Population #3: Traditionally, we have held a weekly After Care drop-in support group for youth who emancipated on or after their 18th birthday and have a closed Child Welfare case. Following the move to our new location, we have found it difficult to maintain this group and since then, services have primarily been on an individual basis. Although individual services have always been provided, the group offered a unique support for After Care youth, and we are hoping we can resume at some

point. We are considering a “travelling” group, meeting in different locations in the Metro area with reasonable access to public transportation. This group has been generally youth driven, based upon what they would like to discuss, although we may have provided a topic for the week from time to time. Youth share resources and have often established long-term relationships through attending After Care. This group has been available for over 30 years and former Chafee youth have been welcome to drop in if they need support or want to share how they are doing. We encouraged this as they can often provide valuable advice to newly emancipated youth who may be struggling. We continue to utilize older youth for discussion panels or to share their story with a client we are working with if it may be beneficial.

- 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.

Chafee has the ability of being a program that allows for creative thinking when working with youth. Our direct services with a youth are client driven and based on their needs. We are always open to new opportunities that allow us to assist them in becoming self-sufficient.

A workshop addition in summer 2018, was a Housing, Household Maintenance & Home Safety event at a local apartment complex. We collaborated with Legacy Partners and took a group of youth to an on-site workshop to provide more in-depth information about the topic. Youth met with management, leasing agents and maintenance to cover a variety of topics. They learned tips related to apartment searching, landlord expectations when applying for an apartment, how to maintain housing and what can lead to eviction, etc. They then spent time in a vacant apartment and he explained that while in an apartment situation, most of their needs would be taken care of through a maintenance request, but there are precautions they can take and skills they could learn for when they are responsible for their own maintenance. Youth learned about using and maintaining appliances including the dishwasher, stove/oven, refrigerator, microwave, ceiling fan and gas fireplace. They learned basic plumbing skills including how to change a washer and shut off main valves. Our facilitator also showed them how to change a furnace filter and why it is important, as well as the importance of not hanging anything from smoke detectors or sprinklers if they have them. He shared a lot of stories about mistakes renters have made and how in one case, it cost a renter \$12,000 to make repairs after he did not report a leak he was aware of. The group also discussed renters insurance, what it covers and why it is important. Our idea behind this workshop was to give youth a realistic look at what it will be like when they are in their own housing, and the responsibilities that entails so they do not make costly mistakes.

In July 2019, we held our 2nd workshop with Adams County Fleet. This year, an Adams County Sheriff's Deputy began by talking to them about safety when on the road and how to respond if they are pulled over by law enforcement. He discussed the consequences of driving recklessly or while impaired in detail. Youth saw county vehicles that had been involved in crashes and hear from the deputy about his own near-fatal accident, which was very impactful. Youth were provided with information about purchasing a vehicle, emissions testing, titles and registration, “salvage” vehicles, insurance requirements, etc. They then participated in hands-on learning including changing a tire, checking fluid levels, checking for wear on brake pads and belts, and many other maintenance related tasks. This workshop was designed to help better prepare youth for their first vehicle purchase, which they often rush into in their urgency to get a car. We want them to think about the responsibilities involved in owning a vehicle and the financial investment they are making.

We also held our 3rd RTD bus riding event where youth in care were invited to the building to begin a round-trip to and from downtown Denver. Chafee and non-Chafee youth attended the event and learned about shuttles, interpreting schedules, trip planning, costs to ride, etc. When light rail is operational in the north area of Denver, we plan to incorporate it into the event.

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

The Adams County Chafee program could not function without the support of our collaborative partners. Resources may assist youth in their transition out of care or provide support in maintaining their stability. They include group presenters, workshop facilitators, experiential programs, donors and community resources. Our collaborative partners include:

- A Precious Child
- ACHSD Internal Treatment Team
- ACHSD Youth In Transition Teams
- Adams County Animal Shelter
- Adams County Fleet Management
- Adams County Workforce and Business Center
- Adoption Exchange
- All branches of the military
- American Payroll Association—Denver Chapter
- Banking on our Future/Operation Hope
- CASA
- CDHS-Emancipation Medicaid
- Colorado Department of Higher Education
- Colorado Teen Project
- Community Choice Credit Union
- Community Reach Center
- Community Works/Faith-based non-profit
- Cross Purpose
- CU Dental School
- CU Ropes Course
- CU School of Nursing
- Developmental Pathways
- Dream Makers
- Educational Opportunity Center
- Education and Training Vouchers
- Elevating Connections
- Forward Steps
- Front Range Community College (and other local community and state colleges)
- Hope Tank
- Informational meetings with the faith-based community upon request
- Integral Property Management
- IPie Pizzeria
- Jefferson County Chafee (joint activities)
- Job Corps
- Legacy Partners
- Lutheran Family Services/Unaccompanied Refugee Minor Program
- McWilliams Group
- Medicine Horse Equine Assisted Therapy
- Metro Youth Alliance
- Mile High United Way/Bridging the GAP
- Project Foster Power
- Rainbow Alley
- Redwood Trust,
- Rites of Passage (ROP)
- RTD
- Salvation Army
- SCL Health/West Pines Training Center

- Shiloh House
- Smart Enterprises
- Strive for Students/Career Services Network
- Thornton Police Department
- Tri-County Health Department/Nurse Family Partnership
- Tri-County Health/
- University of Colorado School of Nursing
- Urban Peak
- Victory Outreach Fellowship
- Voluntary Income Tax Assistance (VITA)
- Wells Fargo Bank
- Westminster Police Department
- Youth Advocacy Program

I) Sex Trafficking Reporting requirement

1) Describe how your program will identify victims of sex trafficking according to the definition of Sexual Servitude of an Adult (C.R.S. § 18-3-504).

Chafee workers will identify adult, active After Care victims of sex trafficking through self-report and following up on any concerning information we may receive from third-party sources including other professionals, other clients, family members, etc.

2) Describe the county's reporting procedure including who from the county program will make the report to law enforcement and to which law enforcement agency this report will be made. If the county provides CFCIP services through an independent contractor, include the procedure for how the contractor will notify the county and how the county will ensure a report is made to law enforcement.

Chafee workers who provide services to After Care youth will complete the High-Risk Victim Identification Tool for youth currently open to Chafee After Care services, and will contact law enforcement where the suspected trafficking occurred within twenty-four (24) hours of becoming aware of any alleged abuse. If the location is unknown, we will contact the agency's jurisdiction to file a report.

3) Identify what information will be presented in the report to law enforcement.

Whenever possible, information will include: name and demographics of alleged victim; dates and times of alleged trafficking; locations or any information that could identify the location of alleged trafficking; name and demographic information about suspected perpetrator(s); any available details related to trafficking, including third-party sources that may have information.

4) Detail how and what will be documented in Trails about the report law enforcement.

Information will be documented in the After Care Trails record for the youth and will include: date report was made; time report was made, name of law enforcement agency that was contacted; name of law enforcement representative taking the report; report number; disposition (assigned/not assigned), if available.

5) Discuss how your program will mitigate the potential effect of reporting youth to law enforcement and the impact that may have on the professional relationship.

When appropriate, the Chafee worker will discuss a pending report with the youth and let them know that while we are mandated to report, our goal is for them to be safe and supported. We will assist them with locating emergency shelter, therapeutic, and other supportive services if they are willing to utilize them. We will offer extended support throughout investigation and outcome (i.e. assistance with

transportation to interviews, therapeutic appointments, medical appointment, attending court hearings, etc.), when appropriate and using caution to not impact any pending investigation.

There may be situations when we suspect a youth may run or disappear if they know we are making a report, so a report may be filed without their knowledge if it is deemed to be in their best interest. This may also occur if we have suspicions, but limited information, and need to discuss with law enforcement to determine how to proceed.

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 Training System and in the community.

All casework and Chafee staff are required to complete 40 hours of state approved, job related training each year. These trainings may be offered through the agency, county, CDHS, national programs and/or local resources. Adams County provides employees with a wide variety of trainings through our LEAD Learning & Development Program. Throughout 2018-19, ACHSD staff completed numerous trainings related to service provision for youth and families regarding LGBTQ considerations, as well as recruiting and supporting foster and adoptive homes for LGBTQ youth. As a result, our agency was the 1st in Colorado to be awarded 2 certifications through the Human Rights Campaign.

Chafee staff are always an available resource for caseworkers and providers when they are looking for information or ideas in their work with adolescents. We present program information at New Worker Orientation, host a booth at the annual Resource Fair, and we offer to attend unit, team or section meetings when requested. The Chafee workers offer Casey Life Skills Assessment training on an ongoing or as needed basis. In addition, we provide support to workers through assistance with setting up accounts, providing an instruction sheet and technical assistance. The YIT supervisors offer adolescent training to new workers, CASA, foster parents, and on call workers. Our YIT teams provide ILP training on a regular basis to ensure all agency staff can create a substantive ILP with their youth. Staff can attend whenever needed to ensure they remain competent in the development of ILP's. Chafee staff are often asked to assist Ongoing workers with ILP's if a training is not available. With the changes to Volume VII that requiring IL services for foster youth beginning at age 14, new staff involved in managing Ongoing child protection cases will need initial training specific to creation of ILP's with youth. These trainings can be accessed through CWTA or through inter-agency trainings.

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.

With Trails Modernization, it will be much easier for caseworkers to document IL related services that are being provided, but not necessarily documented.

Population #1:

- Professionals and providers involved in a youth's case may be tasked to complete IL activities with the youth. They will report back when activities are completed and workers will enter them into Trails as a specific IL activity.

Population #2:

- Chafee workers and caseworkers are expected to document all IL activities in Trails

- Chafee workers will continue to update the Chafee group/activity window to reflect IL activities, contacts and attempted contacts/services
- IL plans may also be reviewed during Family Team Meetings and changes are documented in Trails

B. Describe ways in which your county and program will support efforts to contact youth participating in National Youth in Transition Database (NYTD) surveys.

- Ongoing education of staff within ACHSD
- Workers must ensure Trails records are complete with addresses, phone numbers and emails of youth and anyone who may stay in contact with them
- Educate 17-year-old baseline youth about the NYTD surveys so they are aware they will be asked to complete them again at 19 and 21
- Chafee assists with contacting caseworkers and supervisors to ensure pending surveys are being completed
- Chafee communicates with CDHS regarding issues with surveys and updated youth contact information
- Encourage youth to be "Facebook Friends" with YIT and/or Chafee following closure so we can contact them through Messenger
- Utilization of various social media platforms to contact youth or known contacts

<p style="text-align: center;">CHAFEE PROGRAM REGIONAL MEMORANDUM OF UNDERSTANDING</p>
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Date: N/A

This Memorandum of Understanding (MOU) is between N/A County (Host County) and N/A 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 County (Host County) and County (Partnering County) mutually agree to adhere to State and Federal statutes and policies that apply to the CFCIP program.

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 Chafee 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:

2. Financial agreements: The Host County receives a total regional award of \$ _____ 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:

N/A County, Host Collaborative County

_____	Director (or Director's designee)
_____	Administrator
_____	Chafee Supervisor
_____	Chafee Caseworker

N/A County, Partner Collaborative County

_____	Director (or Director's designee)
_____	Administrator
_____	Chafee Supervisor
_____	Chafee 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 Number:	CAN - 2019,G994415,ACF	Federal Award Date:	October 1, 2018 - September 30, 2020
Federal Award CFDA #:	93.674	Total Amount of Federal Award:	\$1,648,977
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 / Derek.Blake@State.co.us		
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 2020 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 2019 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: Adams County Human Services Department

Name and title of person completing this form: Brent Voge, Accounting Supervisor

- 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
CDHS	Federal	Chafee Foster Care Independence Program	117,664	10/1/18 - 9/30/19
				-
				-
				-

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

Program Name	Program Dates	Program Description	Granting Agency	Amount
Child Welfare Block Allocation	1/2017-Current	Children, Youth & Family Services placement costs, staff payroll, case services, special circumstances daycare, etc.	CDHS	\$34.5 Million
Core Services	1/2017-Current	Funding for Mental Health, Substance Abuse, Life Skills, Home Based Services, Day Treatment, etc. for Child Welfare clients	CDHS	\$5.5 Million
LEAP	1/2017-Current	Low Income Energy Assistance for Adams County Residents	CDHS	\$.4 Million

- 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. Brent Voge, Accounting Supervisor, Human Services Finance. Brenthas been a part of the Human Services Finance Team since September 2016. Brent worked for the State of Colorado in various Accountant, Controller, and Financial Management positions for 33 years. We have not had any changes in the accounting system in the last 12 months.

- 4) Does your organization receive an annual financial statement audit under:
- The Single Audit Act/OMB Circular A-133 (Government Auditing Standards)Yes OR
 - Generally Accepted Auditing Standards (GAAS) _____
 - Click here for more information on audit requirements for sub-recipients.

<http://www.adcogov.org/sites/default/files/Adams%20County%202018%20CAFR%20WEB.pdf>

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:

Brent Voge
Signature Brent Voge

9/23/19
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)19.*

Counties should use the tentative FFY19 county awards table to formulate their budget for FFY19.

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 additional funds that are utilized in meeting the 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 Chafee 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 funding.

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 per year. 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.

*Federal IV-E requires a 20% match for the state/county programs to access Independent Living Funds. To meet the match requirement the county should code adolescent caseworkers currently reported in CFMS as (Program Code 3200, Function Code 1210) to an 80/20 (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 [SSA Section 477(d)(1)] 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 benefited 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).

CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN

Attachment 1

PROJECTED FEDERAL FISCAL YEAR 2020 COUNTY FUNDING TABLE

County	Amount
Adams	\$119,351
Arapahoe	\$109,959
Boulder	\$71,545
Broomfield	\$11,989
Delta	\$9,940
Denver	\$198,650
El Paso	\$261,477
Fremont	\$47,714
Garfield	\$10,594
Jefferson	\$91,302
La Plata	\$26,303
Larimer	\$77,876
Mesa	\$88,893
Moffat	\$4,519
Montrose	\$14,856
Pueblo	\$86,383
Weld	\$63,822
Balance of State	\$25,000
TOTAL	\$1,320,174

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 Chafee Program funds for FFY20.

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 Services Plan 2019-2020 Planning Package Due on September 15, 2019* (IM-CW_2019-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 SERVICES PLAN
FFY 2019-20 BUDGET AND BUDGET JUSTIFICATION FORM**

County Name	ADAMS	Program Contact Name, Title, Phone and Email	Susan Adams/SCW IV-Chafee Program Coordinator 720-523-4419/smadams@adcogov.org
Budget Period	October 1, 2019 - September 30, 2020	Fiscal Contact Name, Title, Phone and Email	Bret Voge/Accounting Supervisor 720-523-2926/bvoge@adcogov.org
Project Name	Chafee Foster Care Independence Program		

CHAFEE FOSTER CARE INDEPENDENCE PROGRAM (CFCIP) REIMBURSEMENT REQUEST							NOT COVERED BY CHAFEE*	
Expenditure Categories							*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.	
PERSONNEL – CFMS – Program Code E010, Function Code 2850							Total annual cost covered by Other Funding	Description of other funding source
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 CFCIP	No. Months of Cost	Total Direct Chafee Cost		
Caseworker IV/Chafee Program Coordinator Susan Adams (this worker is at the salary cap and receives a lump sum payment in April if there are county approved performance raises)	Program Coordinator provides direct services to 20+ clients and also functions as the program administrator. Reviews and assigns referrals, monitors monthly stats, reconciles CFMS report, completes yearly plan and presents it to the BOCC, completes yearly report, provides NYTD support to CDHS, updates Adco Chafee Policy and Procedures Manual, schedules groups, participates in various task groups and committees, provides coverage for sup, team leader	\$6,158	\$1,660	100%	12	\$93,816	\$0	
Caseworker III/Chafee Counselor Brenda Redding	Carries a caseload of 25+ cases, completes assessments and provides direct services to clients, collaborates regarding program development, participates in various committees, completes monthly financial inventory when Case Aide position is vacant.			0%	12	\$0	\$74,136	Child Welfare Block Grant
Chafee Project Designated Case Aide III/currently vacant	Up to 29.75 hours/week at approx. \$16/hour. This position provides support services to youth and staff in the Chafee program/salary and fringe are approximate and vary month to month depending on hours.			0%	12	\$0	\$30,000	approximate amount from Child Welfare Block Grant
Caseworker III /currently vacant	Social Caseworker III with Youth In Transition Team/E050 match position			0%	12	\$0	\$70,000	approximate amount from Child Welfare Block Grant
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
						\$0	\$0	
Total Personnel Services						\$93,816	\$174,136	
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 CFCIP	Total Direct Chafee Cost		Other Funding	Description of other funding source
general office supplies	toners/appointment books/youth group binders/ program pamphlets/general supplies	\$950.00	1	100%	\$950			
Verizon Wireless	Wireless Jet Pack/Hot Spot	\$40.01	12	100%	\$480		\$0	
group supplies/snacks	purchased as needed	\$40.00	12	100%	\$480		\$0	
overhead	office space/equipment for 3 staff				\$0		\$6,551	Child Welfare Block Grant+Fund 15 programs
storage space	in-house storage room/previously rented space				\$0		\$2,300	Child Welfare Block Grant+Fund 15 programs
conference/youth room	space for groups/workshops				\$0		\$0	Child Welfare Block Grant+Fund 15 programs
					\$0		\$0	
					\$0		\$0	
					\$0		\$0	
					\$0		\$0	
Total Supplies					\$1,910		\$8,851	
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 CFCIP	Total Direct Chafee Cost		Other Funding	Description of other funding source
Mileage/Susan Adams	Client transportation/visits, activities, meetings, program errands	\$0.58	1700	100%	\$986		\$0	
Mileage/Brenda Redding	Client transportation/visits, activities, meetings, program errands	\$0.58	5500	0%	\$0		\$3,190	Child Welfare Block Grant
Mileage/Case Aide	Client transportation/visits, activities, meetings, program errands	\$0.58	1000	0%	\$0		\$580	Child Welfare Block Grant
					\$0		\$0	
					\$0		\$0	

					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
Total Travel					\$986	\$3,770	
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 CFCIP	Total Direct Chafee Cost	Other Funding	Description of other funding source
rental property/landlord	Application fees, hold fees, deposits, emergency rent	\$1,500	5	100%	\$7,500	\$0	
client specific	furniture, household items, food, utility assistance, renters insurance, etc.	\$1,250	5	100%	\$6,250	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
Total Room and Board					\$13,750	\$0	
Purchase of Service Contracts – CFMS – Program Code E010, Function Code 2850						NOT COVERED BY CHAFEE*	
Indicate information for each specific provider from whom CFCIP services are proposed to be purchased.							
Provider Name	Description of Services	Rate	Qty	% of cost assigned to CFCIP	Total Direct Chafee Cost	Other Funding	Description of other funding source
Medicine Horse	Yearly Equine Therapy Experience for youth with rescue horses	\$900	1	100%	\$900	\$0	
SCL Health/West Pines Training Center	Therapeutic facilitation for ropes course	\$500	1	100%	\$500	\$0	
CU Student Rec Center	Challenge-by-choice ropes course (deposit+per youth charge)	\$47	8	100%	\$376	\$0	
Graig Crawford	data base migration to county MANGO system, including internal referral	\$1,575	1	100%	\$1,575	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
Total Purchase of Service Contracts					\$3,351	\$0	
YOUTH DIRECT SERVICE – CFMS – Program Code E010, Function Code 2810						NOT COVERED BY CHAFEE*	
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.							
Provider Name	Description of Services	Rate	Qty	% of cost assigned to CFCIP	Total Direct Chafee Cost	Other Funding	Description of other funding source
RTD/tickets and passes	Transportation assistance for school, work, appointments, job search, apartment search, groups, etc.	\$15	70	100%	\$1,050	\$0	
Incentive cards	Rewards for group completion, employment needs, educational accomplishments, etc.	\$50	15	100%	\$750	\$0	
Incentive cards	Emergency food, rewards for task completion, After Care incentive, workshop incentives, etc.	\$10	65	100%	\$650	\$0	
Chafee Work Experience	Working the Foster Kids Holiday Party, Foster Parent Banquet childcare and/or Adams County Foster Parent Recruitment booth at various events, putting together binders, general office work (non-confidential)	\$12	20	100%	\$242	\$0	
Youth Speaking Engagements	Utilizing current and former program youth at events and on youth panels	\$50	3	100%	\$150	\$0	
miscellaneous	Driver's ed classes, car insurance, college fees, holiday celebrations, food for workshops/events, etc.	\$90	30	100%	\$2,700	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
Total Youth Direct					\$5,542	\$0	
HOST COUNTIES/ OTHER – CFMS – Program Code E010, Function Code 2810						NOT COVERED BY CHAFEE*	
Name	Description of Services	Rate	Qty	% of cost assigned to CFCIP	FFY19 Total Requested	Other Funding	Description of other funding source
N/A					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	
					\$0	\$0	

					\$0		\$0	
					\$0		\$0	
					\$0		\$0	
					\$0		\$0	
					\$0		\$0	
Total Host County/Other					\$0		\$0	
SUB-TOTAL BEFORE INDIRECT						\$119,355	\$186,757	
Indirect – CFMS – Program Code E010, Function Code 2810						NOT COVERED BY CHAFEE*		
Rate	Description				Amount	Other Funding	Description of other funding source	
N/A					\$0	\$0		
					\$0	\$0		
					\$0	\$0		
Total Indirect					\$0		\$0	\$0
TOTAL						\$119,355	\$186,757	\$0

**CHAFEE FOSTER CARE INDEPENDENCE PROGRAM PLAN
FFY 2019-20 POPULATION TO BE SERVED FORM**

Projected No. Unaccompanied Youth to be served	Projected No. Youth with a Family To Be Served**	
Regional County: ADAMS		Chafee-Eligible Populations:
0	55	1) Youth, age 14 to 17, 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	5	2) Youth, age 17-21 currently in out-of-home care, 6 months not required.
0	1	3) Youth, age 16-21, who entered Adoption Assistance on or after age 16.
0	1	4) Youth, age 16-21, who entered Relative Guardianship Assistance on or after age 16.
0	15	5) 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	5	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 (Title IV-E paid placement that is in an unlocked facility) on their 18th birthday.
Regional County:		
		1) Youth, age 14 to 17, currently in out-of-home care and who have been in out-of-home care a minimum of 6 months, consecutive months not required.
		2) Youth, age 17-21 currently in out-of-home care, 6 months not required.
		3) Youth, age 16-21, who entered Adoption Assistance on or after age 16.
		4) Youth, age 16-21, who entered Relative Guardianship Assistance on or after age 16.
		5) 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.
		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 (Title IV-E paid placement that is in an unlocked facility) on their 18th birthday.
Regional County:		
		1) Youth, age 14 to 17, currently in out-of-home care and who have been in out-of-home care a minimum of 6 months, consecutive months not required.
		2) Youth, age 17-21 currently in out-of-home care, 6 months not required.
		3) Youth, age 16-21, who entered Adoption Assistance on or after age 16.
		4) Youth, age 16-21, who entered Relative Guardianship Assistance on or after age 16.
		5) 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.
		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 (Title IV-E paid placement that is in an unlocked facility) on their 18th birthday.
0	82	TOTALS

*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.

ADAMS COUNTY WORKER WORKLOAD JUSTIFICATION

Chafee Worker #1 Name: Susan Adams - 100% Chafee funded SCW IV position				
Key Tasks, Requirements, and Standards of Practice	Hrs/Week	Hrs/Month	Hrs/Year	% of Time
1 Case Management and Support Services Recommended full-time caseloads: <ul style="list-style-type: none"> Single County Metro, Suburban and Second City Programs - 25 youth Rural and Regional Collaborative Programs – 15-20 youth 20 youth <p style="text-align: right; color: red;">This position includes administrative functions and requires a smaller ongoing caseload of 20-25 youth</p> <ul style="list-style-type: none"> May include: review and assignment of referrals; assessment and IL planning; home, school, office and community visits with youth; weekly group scheduling and facilitation; educational and placement staffings; Youth Voice meetings; PRT's, FTM's; collateral contacts; Trails documentation of all contacts and activities; state and agency task groups/committees 	30	120	1440	75%
2 Reports Program reporting requirements: <ul style="list-style-type: none"> Annual County Chafee Program Plan Annual County Chafee Program Report Monthly Wait-List Report monthly Caseload Reports, monthly CFMS Reconciliation, yearly spend-down, tracking of out of county referrals, weekly tracking of expenditures, updating Adco Chafee policy manual and Sex Trafficking Procedure for adult participants as needed	3	12	144	8%
3 Technical Assistance Training and technical assistance with caregivers, new Chafee workers, caseworkers, CASAs, Guardians ad Litem, and community partners, Casey Life Skills assessment training and support for case workers and providers. Individual/group IL Plan trainings with caseworkers. Supervision of case aide position.	1	4	48	3%
4 Collaborative Services Development Chafee program staff may engage in: <ul style="list-style-type: none"> Local collaborative service and resource development Local youth advisory board development and support State Chafee program projects, committees and task groups, including: <ul style="list-style-type: none"> ACHSD committees/projects including joint meetings with YIT, Youth Services meetings, IL housing development meetings, as needed State Chafee program projects, committees and task groups as needed, including monthly Metro Youth Alliance meetings and special events, Trails Modernization meetings 	2	8	96	5%
5 Program Evaluation <ul style="list-style-type: none"> Youth feedback surveys to evaluate and update programming National Youth in Transition Database Youth Surveys (NYTD)/emails to workers and sups/locating youth/assisting youth with completion of surveys County quality improvement efforts (including young people and stakeholders) 	1	4	48	3%
6 Continuing Education: Minimum 40 hours per year <ul style="list-style-type: none"> Required Chafee/Adolescent Services Quarterlies (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%
7 Staff Support Time (e.g. annual leave, sick leave, holidays, etc.)	2	8	96	5%
Totals:	40	160	1920	100%

Chafee Worker #2 Name: Brenda Redding - 100% Child Welfare funded SCW III position				
Key Tasks, Requirements, and Standards of Practice	Hrs/Week	Hrs/Month	Hrs/Year	% of Time
1 Case Management and Support Services Recommended full-time caseloads: <ul style="list-style-type: none"> Single County Metro, Suburban and Second City Programs - 25 youth Rural and Regional Collaborative Programs – 15-20 youth <p style="text-align: right; color: gray;">May include: assessment and IL planning; home, school, office and community visits with youth; weekly group prep and facilitation; educational and placement staffings, Youth Voice meetings, PRT's, FTM's; collateral contacts; Trails documentation of all contacts and activities</p>	32	128	1536	80%
2 Reports Program reporting requirements: <ul style="list-style-type: none"> Monthly Caseload Report Review and edit Annual County Chafee Plan Report and Program Report Financial report monthly when case aide position is vacant 	1.5	6	72	4%
3 Technical Assistance Training and technical assistance with caregivers, new Chafee workers, caseworkers, CASAs, Guardians ad Litem, and community partners, Casey Life Skills assessment training and support for case workers and providers. IL Plan support for caseworkers BLS tips for caseworkers and providers	1.5	6	72	4%
4 Collaborative Services Development Chafee program staff may engage in: <ul style="list-style-type: none"> Local collaborative service and resource development and outreach ACHSD special committees/projects State Chafee program projects, committees and specialized task groups 	1	4	48	3%

ADAMS COUNTY WORKER WORKLOAD JUSTIFICATION

5	Program Evaluation • National Youth in Transition Database Youth Surveys (NYTD). Agency education regarding NYTD and follow up to ensure surveys are completed • County quality improvement efforts (including young people and stakeholders)	1	4	48	3%
6	Continuing Education: Minimum 40 hours per year • Required Chafee/Adolescent Services Quarterlies (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%
7	Staff Support Time (e.g. annual leave, sick leave, holidays, etc.)	2	8	96	5%
Totals:		40	160	1920	100%

Chafee Worker #3 Name: currently vacant - 100% Child Welfare funded part-time project desigsnated Case Aide position

Key Tasks, Requirements, and Standards of Practice		Hrs/Week	Hrs/Month	Hrs/Year	% of Time
1	Case Management and Support Services Support services to Chafee workers through Trails documentation; monthly tracking of incentive cards, bus tickets and household items; tracking of weekly incentive and storage unit inventory; assistance with group prep/facilitation; assist youth with college related applications and searches; assistance with youth apartment searches; general support for program	24.75	99	1188	83%
2	Reports Weekly group ROC notes and monthly tracking report of incentives	1	4	48	3%
3	Technical Assistance Assists workers with referral process	1	4	48	3%
4	Collaborative Services Development Chafee program staff may engage in: • Local collaborative service and resource development • Local youth advisory board development and support • State Chafee program projects • Bi-weekly team meeting	1	4	48	3%
5	Program Evaluation National Youth in Transition Database Youth Surveys (NYTD)/social media and internet searches to locate survey youth • Compile data from youth program surveys	1.5	6	72	5%
6	Continuing Education: Minimum 20 hours per year • Required minimum of 20 hours of training per year.	0.5	2	24	2%
7	Staff Support Time (e.g. annual leave, sick leave, holidays, etc.) / no benefits	0	0	0	0%
Totals:		29.75	119	1428	100%

Chafee Worker #4 Name: N/A

Key Tasks, Requirements, and Standards of Practice		Hrs/Week	Hrs/Month	Hrs/Year	% of Time
1	Case Management and Support Services 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!
2	Reports Program reporting requirements: • Annual County Chafee Program Plan • Annual County Chafee Program Report • Monthly Wait-List Report	0	0	0	#DIV/0!
3	Technical Assistance Training and technical assistance with caregivers, new Chafee workers, caseworkers, CASAs, Guardians ad Litem, and community partners.	0	0	0	#DIV/0!
4	Collaborative Services Development 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!
5	Program Evaluation • National Youth in Transition Database Youth Surveys (NYTD) • County quality improvement efforts (including young people and stakeholders)	0	0	0	#DIV/0!
6	Continuing Education: Minimum 40 hours per year • Required Chafee/Adolescent Services Quarterlies (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!
7	Staff Support Time (e.g. annual leave, sick leave, holidays, etc.)	0	0	0	#DIV/0!
Totals:		0	0	0	#DIV/0!