

FY 2012-13 NBPB

Commonwealth of
Pennsylvania

Office of Children,
Youth and Families



NEEDS BASED PLAN AND BUDGET NARRATIVE TEMPLATE

Revised June 17, 2011

Budget Narrative Template

The following pages provide a template for counties to use to complete the narrative piece of the 2012-2013 Needs Based Plan and Budget. All narrative pieces should be included in this template; no additional narrative is necessary. Detailed instructions for completing each section are in the Needs Based Plan and Budget Bulletin, Instructions & Appendices.

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

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

Westmoreland County

Needs Based Plan and Budget FYs 2010/11, 2011/12, and 2012/13

Version Control	
Original Submission Date:	August 15, 2011
Version 2 Submission Date:	
Version 3 Submission Date:	
Version 4 Submission Date:	

Section 2: NBPB Development

2-1: Executive Summary

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

Priorities

Westmoreland County Children's Bureau mission is to protect children from abuse and neglect, preserve families whenever possible and to ensure that every child under our care and supervision has a safe, stable home in which to grow and prosper. In carrying out its mission, the agency priorities are to continuously improve their outcomes with child safety, permanency and well-being. Westmoreland County Children's Bureau has been proud with their exceptional outcomes of child safety, permanency and well-being, and consistently excels above all other class 3 counties', and often exceeds western region and state-wide performance (see the chart and general indicator sections).

Challenges

Westmoreland County Children's Bureau has consistently served more children and families over the past years. In addition to these traditional referrals, the transition of status offenders (in April 2010) has resulted in a 20% increase of the total active caseload; while our allocations have been reduced and an unmanageable amount of unfunded mandates have been imposed. To put it into context, there were 76 mandates issued by the Department of Public Welfare over a 27 year time frame (1980-2007) and our system has had an alarming 46 additional mandates/changes required over a 3 year time frame, all promulgated by either federal legislation, required by Department of Public Welfare or initiated through the Administrative Office of Pennsylvania Courts (AOPC). From a system's perspective, in order to effectively implement, manage and sustain change, there should be 2 no more than 3 changes at any given time. During the current economic times, our agency is serving more, with less money, while additional mandates continue to be passed along. The volume and timing of these unfunded mandates, with no additional resources, creates unreasonable, unmanageable and unsustainable change. The current state of affair has had the following negative consequences: increase in paperwork results in decreased time spent with children and families and a significant increase in staff turnover rate (see workforce section). These consequences could compromise the quality of our interventions.

The agency administration independently, and through the Pennsylvania Children and Youth Administrators Advisory Board and Association, continues to partner with the Department of Public Welfare, Office of Children and Youth, and all other child serving systems, in order to advance the child welfare system forward to improve outcomes for children and families and streamline processes in a more pro-active, planned manner that is reasonable and sustainable, and to assure that there is adequate resource capacity to effectively implement all promulgated change.

Successes

Despite our challenges, it is astonishing that through the extreme efforts of our staff, the agency has been able to maintain exceptional outcomes. The agency consistently outperforms the state, western region and all class 3 counties, in having the least amount of children in out of home placement, achieving adoption within 17 months and permanency within 24 months. In addition, over the past year, there has been noted improvement in the agency's federal measures of placement stability, permanency and adoption. This success is remarkable with the increase of traditional referrals and the addition of status offenders, amongst the other challenges that were faced (see section 5, outcome indicators).

In spite of the aforementioned challenges, the agency has celebrated successes, enhanced operations, and effectively executed new mandates as follows:

July 30, 2010, in accordance with the Permanent Legal Custodian Policy issued by the Department of Public Welfare, the agency had to make amendments to their forms and agreements.

October 1, 2010, in accordance with the Foster Care Independence Act of 1999, which established the Chafee Foster Care Independence Program (CFCIP), the agency began collecting data for the National Youth in Transition Database and submits reports accordingly.

October 1, 2010, Westmoreland County implemented the new Shared Case Responsibility requirements as required by the Department of Public Welfare. Our annual audit conducted by the Department of Public Welfare acknowledged both departments' concerted efforts in fully complying with all of the requirements.

October 4, 2010, the agency began conducting searches through the Master Client Index for all children as required by the Department of Public Welfare.

September 2010, began implementing trial discharges for 18 year olds that choose to leave care without a viable plan. This trial discharge allows the youth to return to care within 6 months and remain in care until 21 years of age, if they agree to immediately enroll and remain in an advanced education program or continue with their treatment.

September 28, 2010, in response to Federal Fostering Connections to Success and Increasing Adoptions Act of 2008, D.P.W. issued a bulletin regarding the Educational Stability and Continuity of Children Receiving Services from the County Children and Youth Agency including the use of the Education Screen. The agency advocates for children to ensure that their receiving their entitled education, preserve educational stability whenever possible, and make every effort to maintain them within their home school district. The agency has trained education liason's within the agency, but has not trained all staff on the education screen. As per regulation, Caseworkers are only required to receive and maintain educational records and assure that children are enrolled and attending school. Since this education screen is well outside the scope of caseworkers' responsibility and the agency does not have the resource capacity, this can not be fully implemented at this time.

January 22, 2011, date required to implement Act 115 of 2010, which supported the agency's existing practice in ensuring that siblings be placed together whenever possible and that if siblings are not placed together, visits occur as often as possible, but at minimum 2 times per month.

March 22, 2011, date required to implement Act 119 of 2010, children in foster act, which required minor modifications to the agency's existing children's rights and grievance procedures.

April 25, 2011, date required to implement Act 101 of 2010, voluntary adoption agreements, which required the agency to provide notification (to the birth parents, child and adoptive parents) of the legislation which provides the opportunity to enter into a voluntary post-adoption contract agreement and also requires the agency to offer facilitation for the development of the agreement (see budget forms for additional resources needed).

The agency is in the process of finalizing procedures for uploading medical and social history records for the PAIR as required. The agency has trained and identified an authorized representative, whom also was appointed by the court, to conduct searches when a request is received.

June 15, 2011, the agency in collaboration with Try Again Homes Inc, held the 3rd annual Independent Living Banquet. There were 12 high school graduates recognized at the banquet; commending 11 of the 12 graduates that are pursuing advanced education and are enrolled in college or a trade school.

July 1, 2011, dependency rules change, required the agency to modify their practice and file a motion each time there is a change in placement for dependent children when a modification of the order is required.

July 1, 2011, required date to implement the Basic Health Information Bulletin, which requires caseworker's to obtain and document basic health information for all children served. This will require additional time and resources to comply, as this requirement existed previously for only children in care and not all children served by the agency.

July 26, 2001, the agency held their annual adoption day picnic at Idlewild Park, to celebrate this permanency outcome for all children adopted over the year.

July 27, 2001, Solving the Truancy Puzzle Together: A Forum to Develop a Plan for Westmoreland County. The training was presented by Maura McInerney, Esq., of the Education Law Center, in collaboration with the ABA and Westmoreland County Children's Bureau. The training was well attended with 78 participants from the following disciplines (14 of the 17 school districts were represented, 3 Magisterial District Judges, Providers, Family Court Masters, CASA, JPO, County Solicitors, MHMR and WCCB employees).

Future mandates will be executed as follows:

December 31, 2011, implementation date for Safety Assessment Management Process for Out of Home Safety Tool. All Casework Staff will be trained prior to this date, so that the agency will be prepared to implement as required.

Through Westmoreland County's active engagement in the Barriers to Permanency project, the following additional accomplishments have been achieved from July 2010 to July 2011:

Advisory Board –

- Reviewed all resources developed in 2010, including Parent Handbook and Adolescent Resource Directory.
- Reviewed the importance of engaging relatives, how to comply with new laws regarding relatives and introduced new agency kinship policies.
- Planned upcoming training entitled: Solving the Truancy Puzzle Together: A Forum to Develop a Plan for Westmoreland. Invitees will include WCCB, courts, attorneys, CASA, and school personnel.

Kinship Workgroup -

- Developed materials to help the county implement the Fostering Connections law, including a letter to parents, a relative search tracking tool and a letter to relatives to accompany the state revised attachment A
- Finalized kinship policy streamlining the various types of kinship care into one policy.

Behavioral Health Subcommittee –

- Conducted a training focusing on mental health assessment and diagnosis for the legal community. Training was very well attended by over 40 attorneys.
- Began preliminary discussions of in house mental health professionals to conduct initial assessments of needs.
- Drafted and disseminated a mental health resource guide for legal community.

Family Outreach Subcommittee –

- Finalized, printed and distributed a Parent Handbook, to be to given all parents.
- Drafted a policy to assist with engagement of incarcerated parents.
- Met with Westmoreland County prison staff to explore increased visitation and modification of visitation policies for incarcerated parents.
- Drafted sibling placement and visitation policy.

Adolescent Permanency Subcommittee -

- Drafted and implemented a policy and accompanying court orders for trial discharge for youth who exit at age 18.
- Developed a board extension of care social contract.

Court/Legal Subcommittee –

- Drafted and implemented a policy and accompanying court orders for trial discharge for youth who exit at age 18.
- Exploration of Family Drug Treatment Court.
- Discussion of necessary procedures for the implementation of the new Act 101 – open adoption law.

2-2a. Collaboration

Entity	County Engagement
County Children and Youth Agency Staff	All staff were surveyed to engage their input in the development of the NBB; the management team worked collaboratively in the completion of the plan.
Juvenile Probation Staff	Regular meetings were held between JPO and WCCB
Juvenile Court and Family Court Judges and Legal Counsel for Parties	Monthly meetings through the ABA, Barriers to Permanency project, and local, regional and state children's roundtable are utilized to engage the Juvenile and Family Courts, CASA and legal counsel for all parties.
Family Members and Youth, especially those who are or who have received services	Our quality assurance, program specialist, along with our contract monitors survey children and families.
Child, Parent, and Family Advocates	CASSP team meetings, ICSP Team meetings, public meetings and agency social workers assignments.
Mental Health and Mental Retardation service system	CASSP team meetings, CAASP directors meetings and ICSP meetings.
Drug and Alcohol Service System	CASSP Director's meetings and ICSP meetings.
Early Intervention System	This system is engaged through the ages and stages referral for services
Local Education System	Collaboration with the schools through the student assistance program coordination team, agency educational liaisons and school officials presence on MDT meetings.
Community Organizations which provide support and services to children and families	ICSI meetings, CASSP team/directors meetings, food bank meetings, housing initiative meetings and Connections by Choice trainings.
Current Service Providers	Contract monitors maintain regular contact with our service providers, the administrators (WCCB/JPO/MHMR) attend provider meetings.

2-2b. Data Collection Details

Resource	Data Collected	Date of Data
US Census	Population; poverty statistics	2010
Internal data	CAPS/CPCMS/AS400/monthly reports/ CY 28/AFCARS	2006 to present
Hornby Zeller Associates	Data Package	2006 to present
Bureau Labor of Statistics	Unemployment rates	2006-present

2-3a. through 2-3j. Meeting Mandates

- From the list below, please indicate those mandates that will result in a need for additional resources:

___ a. Act 101 of 2010

This will require the need for additional units of service under our swan allocation, in order to facilitate post adoption agreements (see budget forms).

___ b. Quality Assurance (QA) Process for Title IV-E Claiming

Our agency's fiscal department has been responsible for reviewing and maintaining IVE determinations and claims, and the supervisor and/or Chief Fiscal Officer conduct quality reviews to assure full compliance. At this time, there is no additional resource needed for this mandate.

___ c. Subsidized Permanent Legal Custodianship (SPLC)

There has been a significant increase in the utilization of this permanency option due to the modification of agency policy and procedure in 2008. This increase will result in a revenue adjustment (see graph in trends section and adjustments for FY 11/12 and 12/13).

___ d. Safety Assessment

This will require a significant increase in over-time costs for emergency placements (see adjustment).

___ e. Children and Family Services Improvement Act of 2006

The Department of Public Welfare recently congratulated the agency for achieving 100%, since our caseworkers consistently visit all children in out of home placement on a monthly basis. The Children's Bureau recognizes the strong correlation between frequent visits with children and improved positive outcomes for these children and is committed to maintain this perfect record. As a result of this enactment, over-time costs have significantly increased.

___ f. Act 115 of 2010

Pursuant to Fostering Connections Legislation of 2008, the agency already implemented the tenets of this act. The agency has always exhausted efforts to assure siblings were placed together, whenever possible, and if not placed together, that visits occur regularly and as often as possible. This act requires at minimum 2 visits per month for siblings, unless it is not in the best interest of the children to do so. This requirement has increased costs (transportation/supervision as needed).

___ g. The Children in Foster Care Act (Act 119)

This act, also referred to as a bill of rights for children in foster care, enhanced the agency's requirements for children's grievance procedures. The tenets of this act were incorporated into the existing children's grievance policy. At this time, the agency is not requesting additional resources.

__ h. Education Screening

The Competency Based Training Program through the University of Pittsburgh, trained 3 employees (the assistant administrator and 2 program specialist's) in educational law and the education assessment tool. These employees are designated as the expert's within the agency and are available to all staff, when the need arises to advocate for children's educational rights. The agency has not trained all staff and has not implemented the use of the tool at the periodicity recommended. Caseworkers advocate for children's educational needs, by obtaining and maintaining educational records and assuring that children are enrolled and attending school as prescribed in regulation. The bulletin issued by the department, requiring that caseworkers complete a comprehensive education screening, is outside of the scope of the caseworker's responsibility and the agency does not have the resource capacity to fully implement at this time. If this is required through promulgated regulation, the agency would request additional resources to comply (1055 children, at 1 hour per child to complete assessment, would require 1055 hours of overtime or an additional position).

__ i. The Child Abuse Prevention and Treatment Act (CAPTA) – Guardian Ad Litem training.

This will require additional resources (travel and lodging) in order to attend the required training.

__ j. Chafee Foster Care Independence Program (CFCIP) - National Youth in Transition Database (NYTD)

There are no additional resources needed at this time for this requirement, since the agency began collecting data for the NYTD and submitted reports accordingly since October 1, 2010.

__ k. CFSR Outcomes and Continuous Quality Improvement

The agency has a program specialist position, specifically for the role and purpose of quality assurance within the Children's Bureau. Additional resources are not requested at this time.

__ l. General Protective Services (GPS) Response Times

If the agency were to implement the draft response time guidelines, as issued by the Department, additional resources would be required (see adjustment).

- Provide a narrative that addresses what resources are needed for the county to meet the mandates selected above.

Additional resources needed to carryout mandates may be found throughout the narrative as well as in the budget forms and narrative sections.

2-3k. CFSR Outcomes and Continuous Quality Improvement

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

NOTE: Family Group Decision Making and High Fidelity Wraparound (where behavioral health is present with the child and/or the parent/guardian) are engagement processes.

The agency engages and empowers children and families through a strength-based, solution-based approach in their assessments and service delivery. Through our County's involvement with the Children's Roundtable, our family court has also embraced these practices and conducts proceedings in a more engaging manner for children and families. Through the ICSI plan, our agency has had 10 employees certified in Family Development Credentialing and further supports engagement processes through the utilization of Family Group Decision Making.

The agency implemented a new initiative to assign a LSI paralegal at the beginning of a case to assist the agency in family finding and locating non-custodial parents and remains involved with the family throughout the life of the case. Permanency plan team meetings are held for all children at the 12th month of placement in order to assist in permanency planning.

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

Permanency plan team meetings are held for all youth 16 years of age and older to assist in their transitional planning and are held every six months for all youth who are in agency custody. These meetings are attended by the youth and all parties involved with the youth including, but not limited to, the GAL, foster parents, schools and service providers. A formalized plan is developed at these meetings and then approved by the courts. The agency will continue to assure that all youth in agency care over the age of 16 will have a Child and Adolescent Needs and Strengths Assessment completed to determine any additional needs for the youth. The agency developed an Adolescent Resource Directory to provide to all youth who are aging out of care. The agency has also implemented the use of trial discharge for youth who voluntarily exit care at age 18yrs of age. In order to comply with the changes in dependency rules, as it relates to transitional age youth, the Independent Living department will be present at all proceedings to provide a report to the courts.

- Assess performance to determine if improvement in timely permanence (including implementing concurrent planning) is needed in the county; describe previous efforts which the county believes have had a positive impact; and any new initiatives to improve this area.

At the time of placement, the caseworker engages the family in concurrent planning, provides and explains the Adoption Safe Families Act Brochure, and incorporates concurrent planning into each family service plan. In order to decrease the length of time the youth is to be reunified

or adopted, the agency implemented a new initiative by having a child profile completed on every child as soon as they have been adjudicated dependent. SWAN affiliates are used as another resource to identify potential kinship resources. The utilization of the LSI paralegal for family finding practices also assists in locating kinship resources. We continue to utilize FGDM practices to empower the family on the onset of the case to prevent placement or to expedite reunification.

- Assess performance to determine if improvement in the use of assessments to identify underlying issues is needed in the county; describe previous efforts which the county believes have had a positive impact; and any new initiatives to improve this area.

The caseworkers and supervisors are trained to conduct thorough assessments in order to identify the underlying issues/root causes and not to just look at the surface issues (symptoms). With the collaboration of county stakeholders through the ICSP, we have initiated the Child and Adolescent Needs and Strengths Assessment that has been primarily used with the transitional age population.

- What other steps will the county take to develop or enhance a continuous quality improvement process related to the CFSR outcomes and themes? What steps are being taken to continue a CQI process, or to be involved in a future rollout of the statewide CQI process?

The agency has taken the initiative to institute a quality assurance position. The staff member reviews open and closed cases to determine if laws, state regulations, and agency policies are adhered to throughout the entirety of the case. The agency continues to enhance agency policy to reflect state and federal mandates and to improve service delivery. The casework supervisor and county casework managers' play an integral part in assuring the quality of our services throughout their ongoing review and oversight of cases.

Section 3: General Indicators

3-1: County Information/Background

- Address population and poverty trends.

Poverty Levels for Westmoreland County (US Census and American Community Survey)		
1999	32,546	8.9%
2000	30,675	8.4%
2001	32,577	8.9%
2002	32,075	8.8%
2003	34,186	9.4%
2004	35,089	9.6%
2005	34,558	9.4%
2006	33,334	9.2%
2007	33,627	9.3%
2008	34,060	9.7%
2009	35,152	9.9%

Population Estimator of Westmoreland County (US Census Bureau & American Fact Finder)	
2001	368,283
2002	366,775
2003	366,264
2004	365,254
2005	364,375
2006	363,177
2007	362,161
2008	361,589
2009	362,251
2010	365,169

Westmoreland County (US Census Bureau)	
Population, 2010 estimate	365,169
Population, percent change, April 1, 2000 to July 1, 2010	-1.3%
Population, 2000	369,993
Persons under 5 years old, percent, 2009	4.8%
Persons under 18 years old, percent, 2009	19.8%
Persons age 15-19, percent, 2009	6.5%

White persons, percent, 2009	95.3%
Black persons, percent, 2009	2.3%
American Indian and Alaska Native persons, percent, 2009	0.1%
Asian persons, percent, 2009	0.7%
Native Hawaiian and Other Pacific Islander, percent, 2009	0.0%
Persons reporting two or more races, percent, 2009	1.2%
Persons of Hispanic or Latino origin, percent, 2009	0.9%
White persons, not Hispanic, percent, 2009	94.8%

Percentage of Persons under 18 years old (US Census Bureau)				
2005	2006	2007	2008	2009
20.3%	20.3%	20.0%	19.8%	19.4%

Percentage of Adolescents (15-19) in Westmoreland County Population (US Census Bureau & American Community Survey)		
Date	Total Adolescents	Percentage of Adolescents
7/1/01	22,911	6.20%
7/1/02	22,695	6.16%
7/1/03	22,787	6.18%
7/1/04	22,995	6.24%
7/1/05	23,158	6.29%
7/1/06	23,917	6.52%
7/1/07	23,831	6.57%
7/1/08	22,939	6.30%
7/1/09	23,428	6.50%

Westmoreland County is a large, rural 3rd class county with an estimated population of 365,169 for 2010. In 2009, 19.8% of the population was under the age of 18. The population of the county has increased slightly this past year and the percentage of children under the age of 18 has leveled off. The adolescent population (ages 15-19) has remained substantially stable since 2000 at approximately 6% to 6 ½% of the total population.

Racially, Westmoreland County is overwhelmingly White at 95.3% with a much higher percentage of Black or African American families living in poverty (39.2% vs. 6.5%). All total, 12.9% of families with related children under the age of 18 struggles with poverty, an increase from 12.8% in 2008. The poverty rate for all individuals increased again to 9.9%.

Our casework staff reflects the above racial statistics; however, children in placement (3rd quarter 2010-11 CY28) do not (79% White vs. 20% African American). We hopefully will be able to track non-placement children at some point and study this disparity in more depth.

According to the Bureau of Labor Statistics, Westmoreland County unemployment rates increased from 7.8% in May 2009 to 8.9% in May 2010 (adjusted to 8.3% later) then lowered to 7.1% in May 2011. Although this rate has decreased, it still is significant when compared to 4.7% in May 2008. Couple this with an ongoing increase in the poverty rate (the rate for Black or African Americans has jumped 6.4% this past year) and we believe there will be a

corresponding increase in the need for services. Therefore, we have projected to serve additional children and families which are addressed in other sections (see adjustment).

- Address issues in annual licensing review and/or the Quality Services Review.

The Westmoreland County Children's Bureau received a full license as a result of the annual inspection. There were no systemic citations and only case specific citations which were addressed with the individual employees. Although not specifically cited, the Department did recommend improving on the quality of in-home safety assessments along with the need to consistently document the 6 domains when structured case notes are completed.

The agency is committed to continuously improve their performance and service delivery to all children and families served and have taken the necessary steps in order to enhance their operations.

- Address any projected changes in service delivery from the previous FY to the Implementation Plan, including changes to the needs based plan proposal of last year. Identify the basis for the change in service delivery and projected impact.

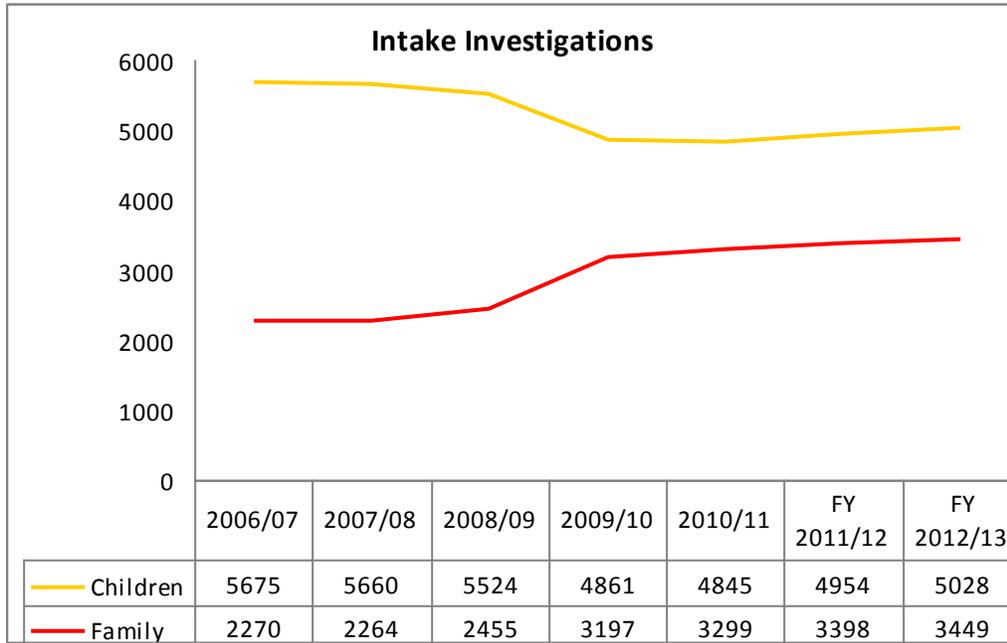
Due to the dramatic increase in "county non-reimbursed funds" in the C&Y Final Allocations, in Westmoreland County \$885,644, the inability of the County to provide the additional funds to fill those gaps due to the local economic situation and reductions in the Human Services Delivery Fund and other community human services, Westmoreland County has had to re-assess its local priorities and may only be able to provide services required by law or regulation.

- Address other changes or important trends.

This is discussed throughout the plan (see chart sections).

3-2a. Intake Investigations

- Insert the Intake Investigations Chart (Chart 1).



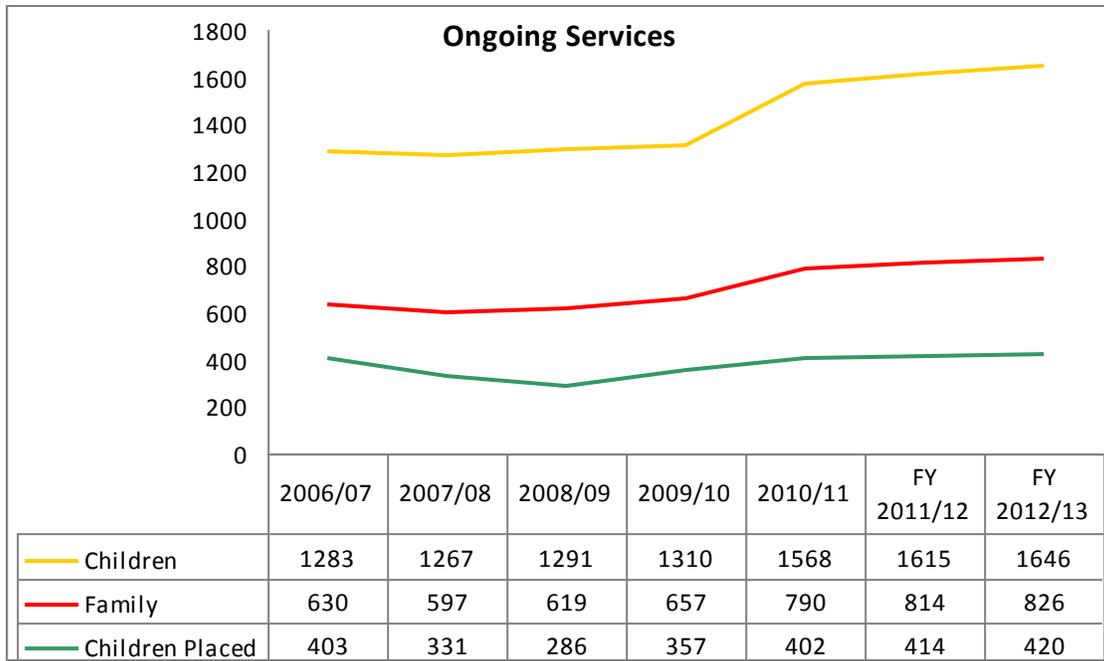
The increase in the number of families served from 2007 to 2011 can be attributed to a variety of factors. Over the past 5 years, there has been an increase in the public's awareness of child abuse and neglect through the media, the educational system, and children and youth services. The passage of Act 179, related to mandated reporting, became effective in 2007. This legislation increased reporting of child abuse and neglect, therefore, assessment and investigations have increased accordingly.

In the year 2010-11, the Westmoreland County Children's Bureau began servicing all status offenders (truants, incorrigibles, runaways) that had in the past fallen under the jurisdiction of the juvenile probation office. This transition began in the final quarter of FY 09/10 (April 2010). Also, shared case responsibility between the Westmoreland County Children's Bureau and juvenile services began October 1, 2010. These mandates have significantly increased the number of cases assigned per caseworker and will subsequently affect the number of cases that are carried over on a monthly basis.

In addition to the aforementioned change, the economic downturn has directly resulted in the need to service more families, which is further exacerbated by the recent state cuts in other human services (HSDF, Child Care, Housing, etc). The agency projects the continued upward trend in servicing more children and families.

3-2a. Ongoing Services

- Insert the Ongoing Services Chart (Chart 2).

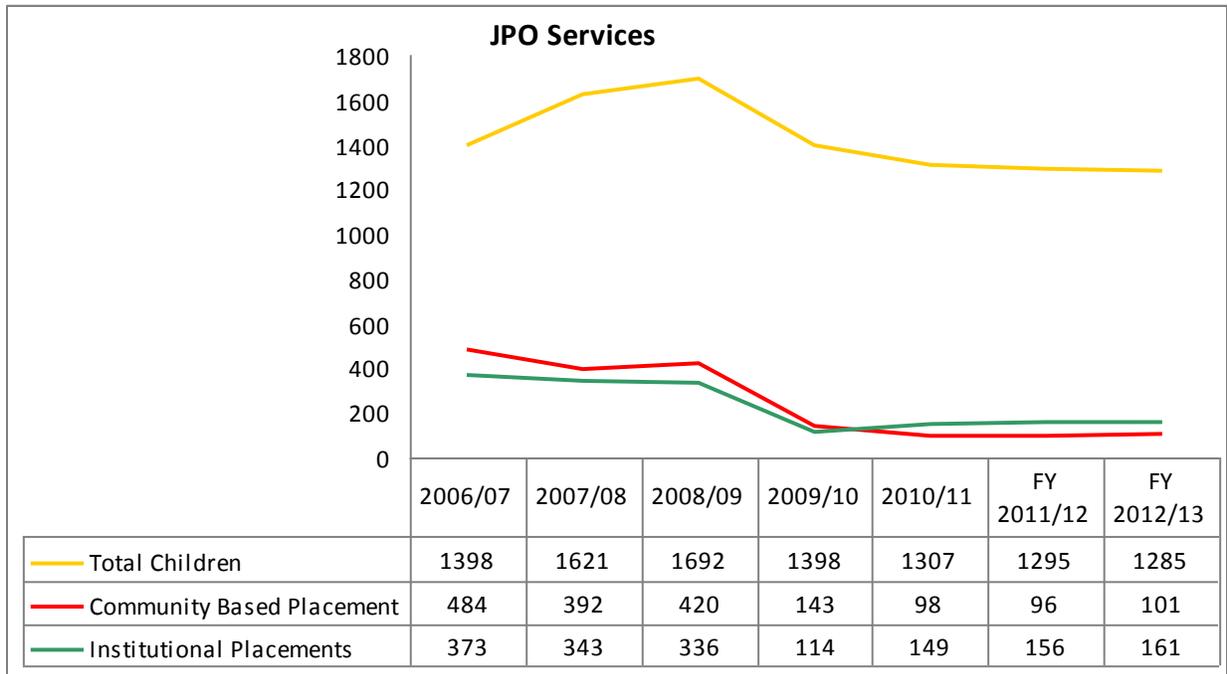


The numbers have continued to increase over the past 3 years (16.8% since 2009/10) and have risen substantially since status offense cases became our responsibility in the fourth quarter of fiscal year 2009/10. Status Offenders represent approximately 20% of the current ongoing caseloads. Placements have also increased (11.2% since 2009/10).

We are projecting an increase of 3% for 2011/12 and 1 ½ % for 2012/13.

3-2a. JPO Services

- Insert the JPO Services Chart (Chart 3).

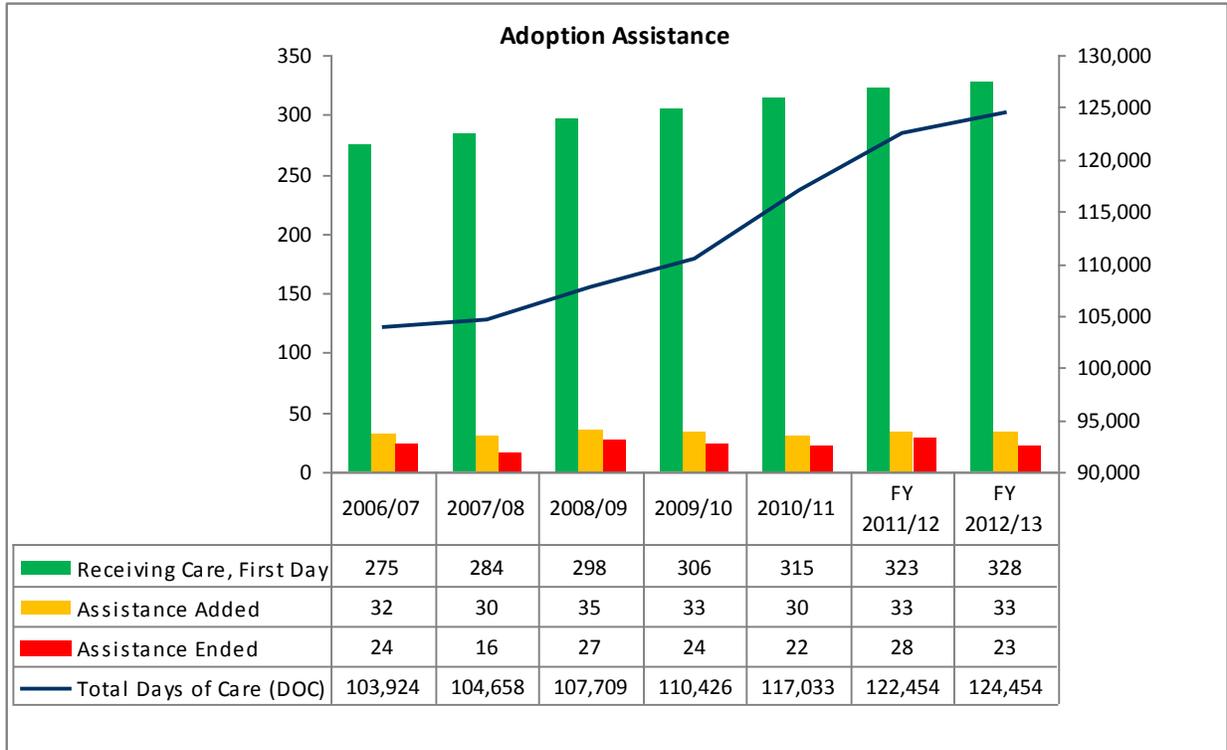


In the fourth quarter of FY 09/10, the Children’s Bureau resumed responsibility for all status offenders (truant, incorrigibles, runaways) that were previously handled by JPO. This shift can account for the decrease in children served. JPO projects that children served will level off over the next two fiscal years.

Westmoreland County

3-2b. Adoption Assistance

□ Insert the Adoption Assistance Chart (Chart 4).

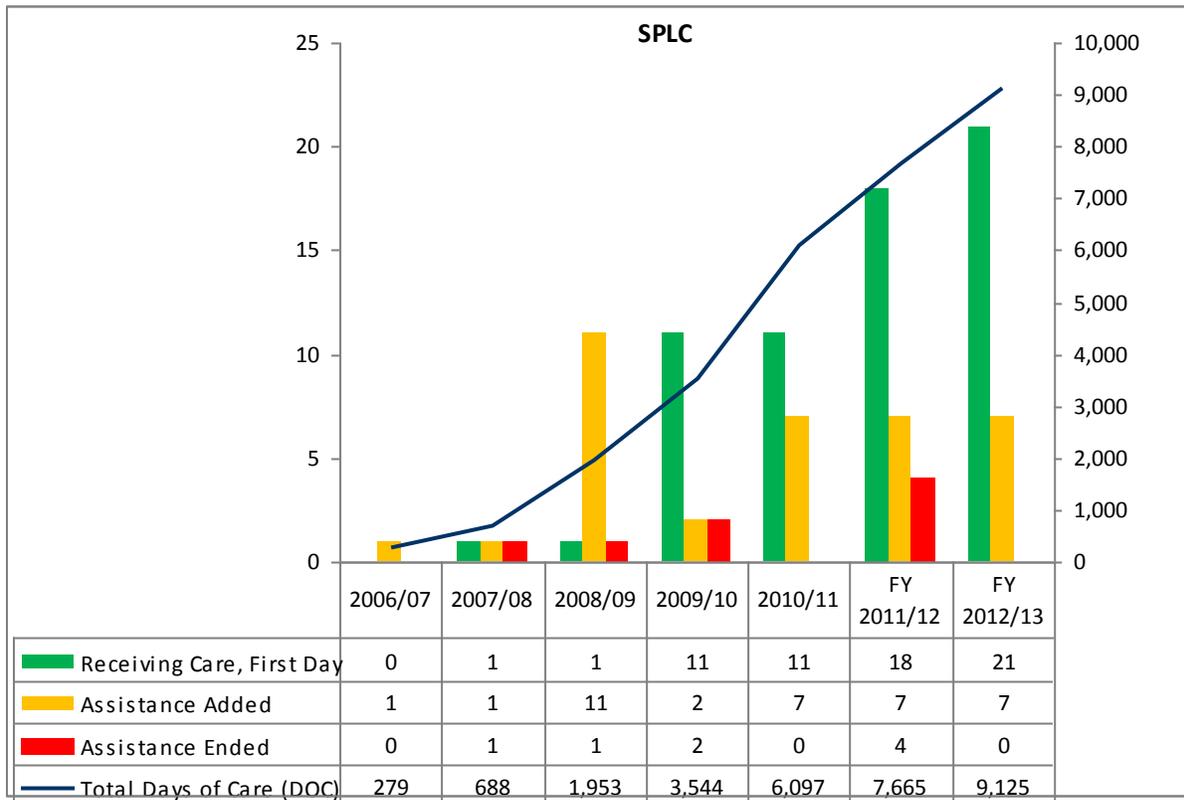


Our numbers continue to increase each year due to a number of factors including the collaboration of the courts; our LSI paralegals and the SWAN affiliates. Utilizing family finding; 90 day conferences; child profiles once a child has been adjudicated and CSR for youth without identified resources has enabled us to identify more quickly those cases where termination of parental rights appears appropriate. We anticipate the continuance of this upward trend.

Westmoreland County

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

□ Insert the SPLC Chart (Chart 5).

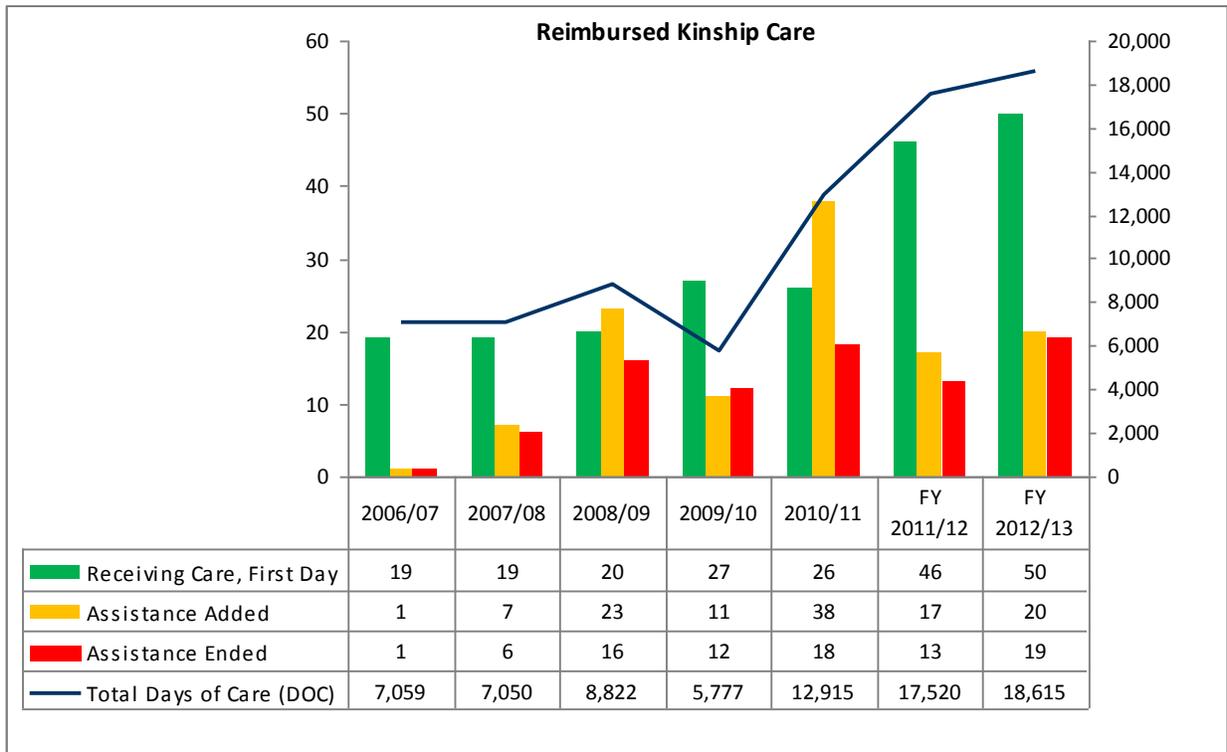


The agency has experienced a substantial increase in the number of children receiving subsidies over the past 2 years due to a modification of our internal policy in 2008. In addition, every child adjudicated dependent has Child Prep, through SWAN, so they understand their options. The agency anticipates additional children and resource/kinship parents utilizing this option, when the other preferred permanency options have been exhausted (reunification/adoption).

Westmoreland County

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

□ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13).

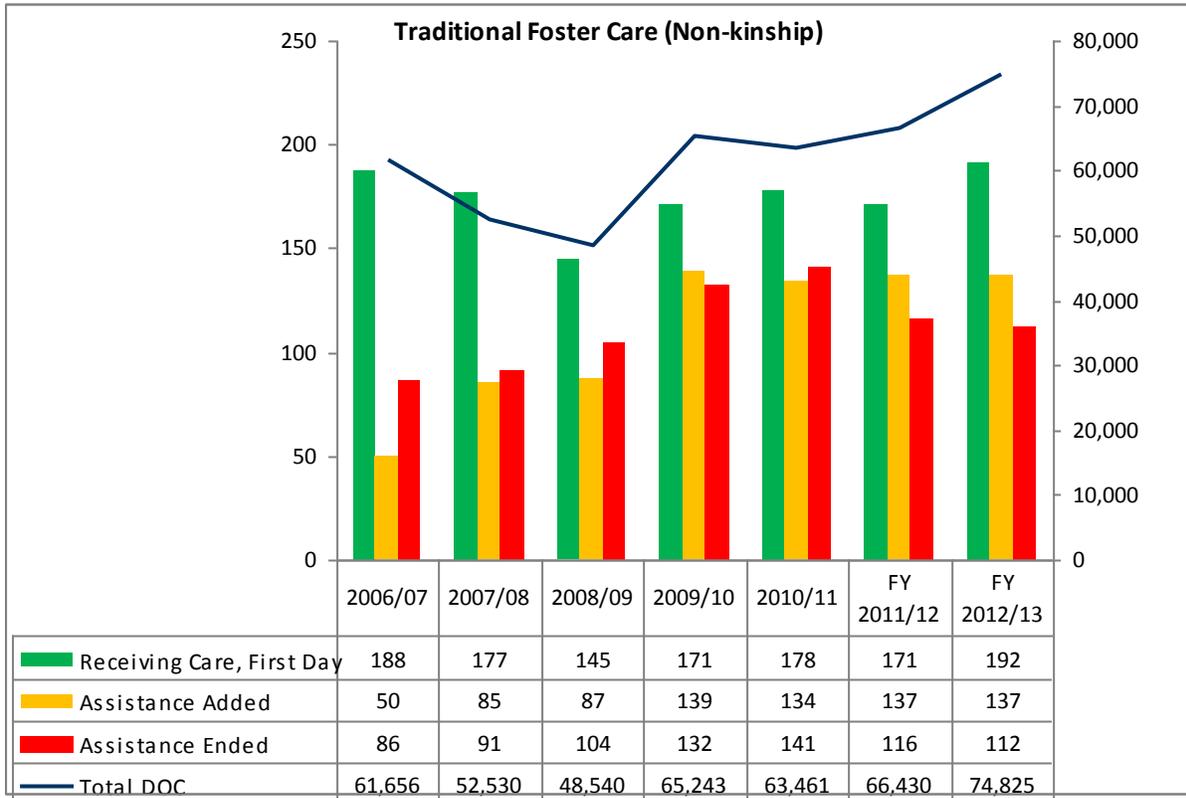


The agency dedicated a social work position to deal exclusively with the kinship studies and in order to provide additional support to the families. In 2011, the agency enhanced their Kinship Policy to incorporate Fostering Connections requirements. As a result of these modifications, the agency projects a slight increase in Kinship Care as illustrated in the graph above.

Westmoreland County

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

□ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13).

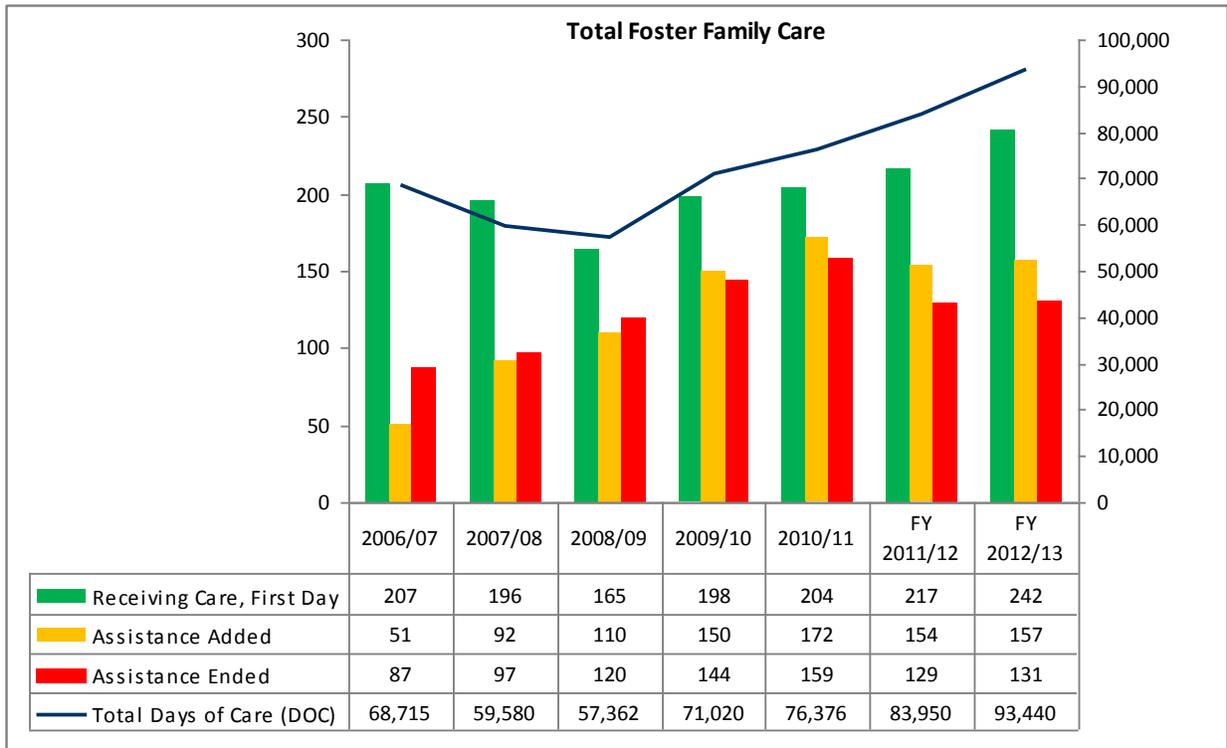


The peak illustrated from 08/09 to 09/10 can account for the status offenders. Often times, this population has exhausted their welcome with relatives and friends, which results in the need to find a non-relative/traditional foster home. The agency anticipates that our numbers will remain relatively stable and potentially increase slightly as we move more children into kinship care.

Westmoreland County

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

□ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13).

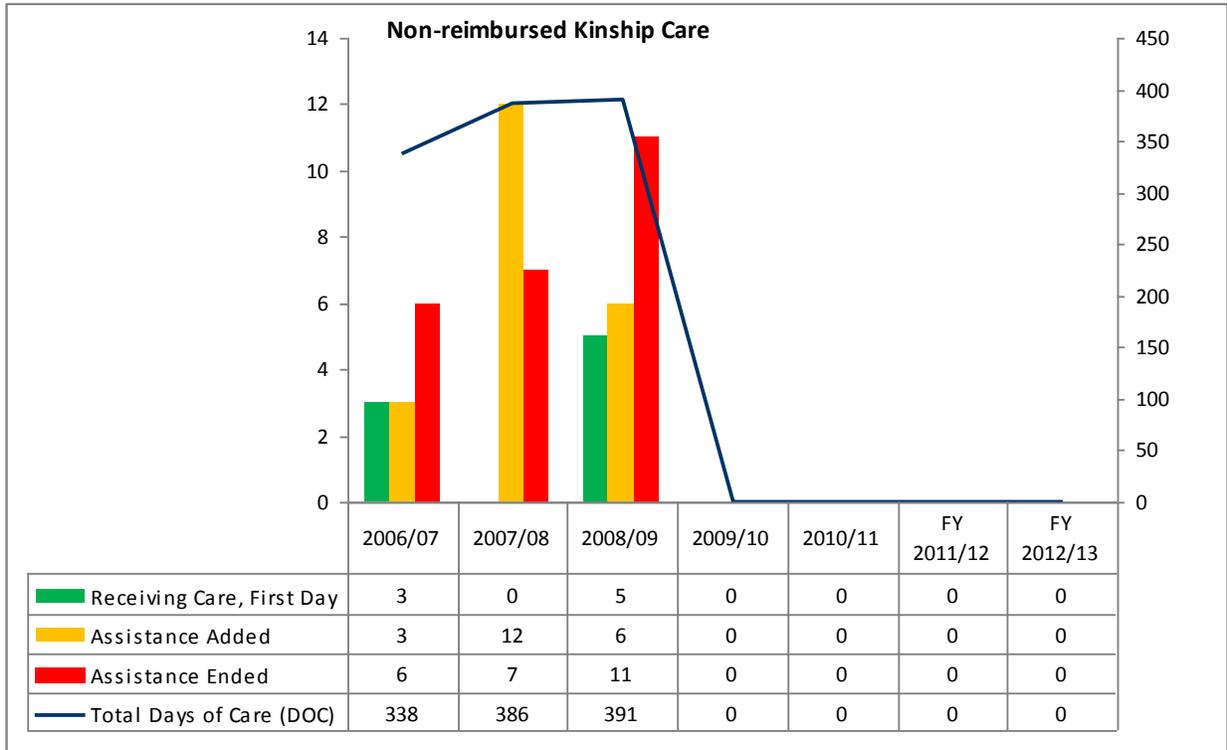


When the agency is not able to safely prevent placement, the least restrictive placement option (foster care) is always sought. The upward trend is accounted for the increase in number of children served, due to the economy and transfer of status offenders.

Westmoreland County

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

□ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13).

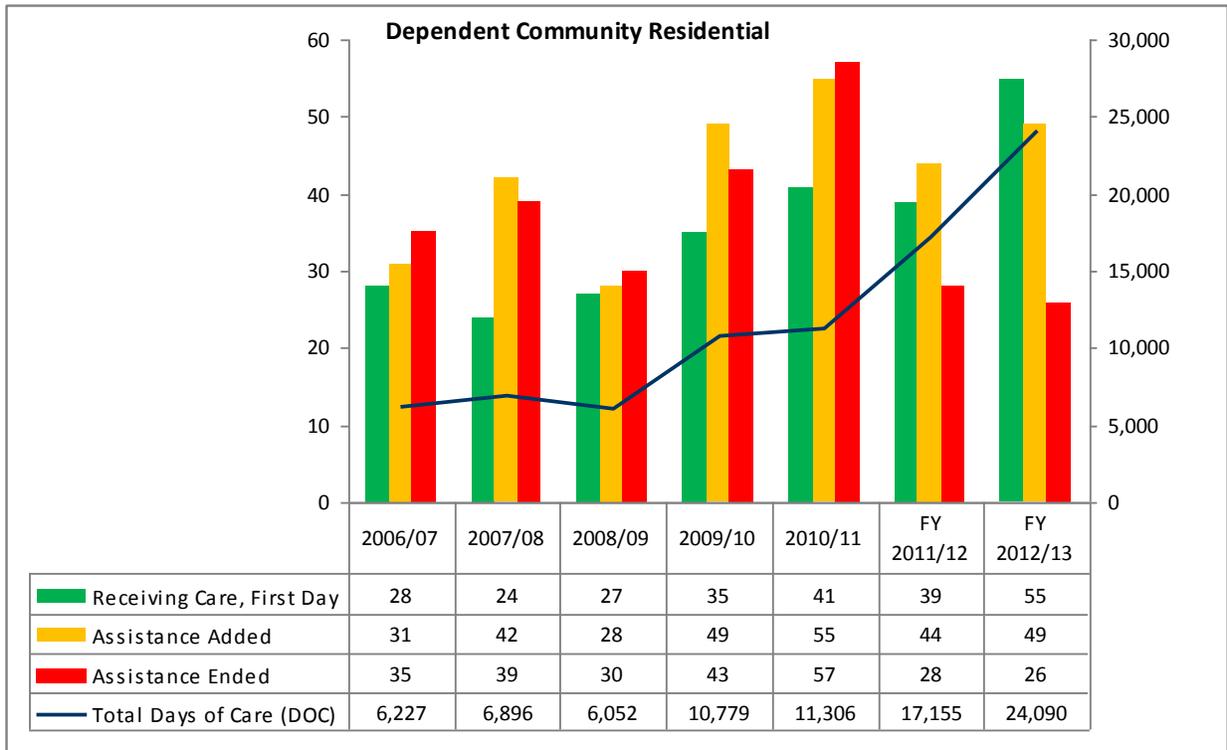


The agency modified their kinship policy in 2008, whereas kinship caregivers are informed of their ability to become formal kinship care providers or have the ability to pursue legal custody of the children in their care. Every family has chosen one of these options, which explains the eradication of un-reimbursed kinship care.

Westmoreland County

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

□ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13).

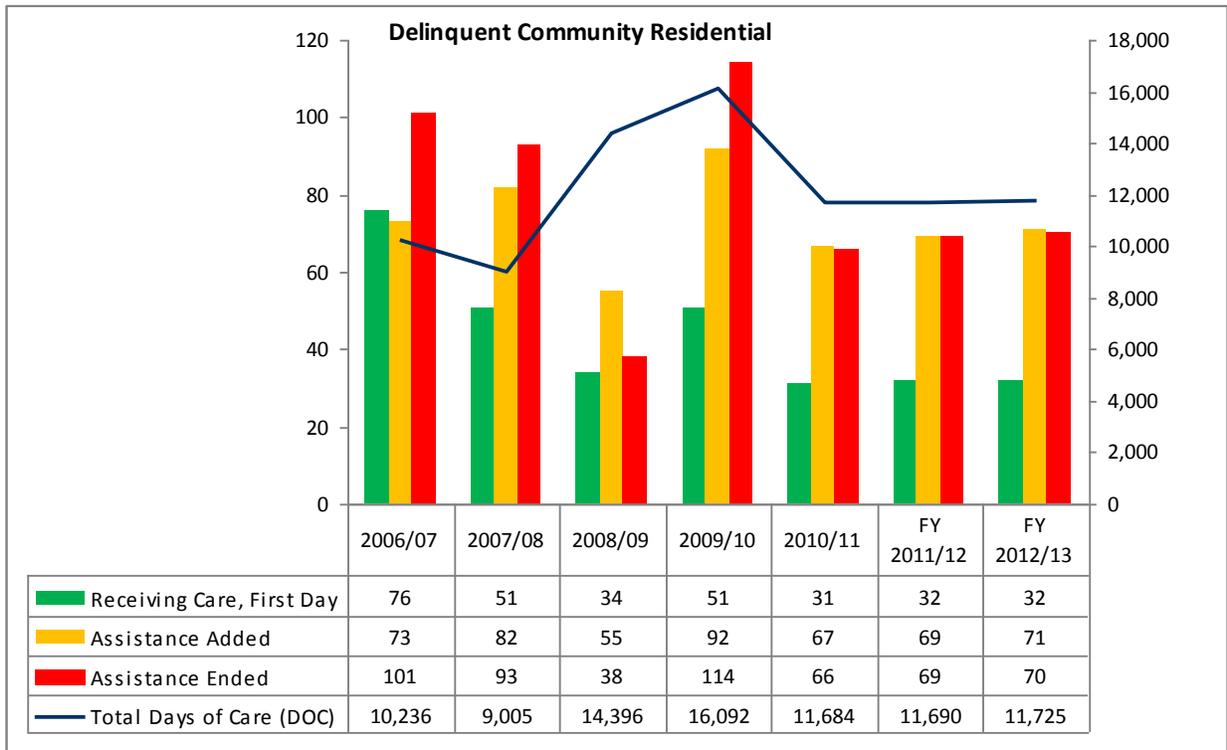


The agency trend in this area, shows a decrease in numbers and days of placement in 2008/09, then an increase into 09/10 due to serving status offenders, then plateau's into 10/11, then increases over the next two fiscal years (accounted for transitional age youth remaining in care and projected increase in kids served).

Westmoreland County

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

□ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13).

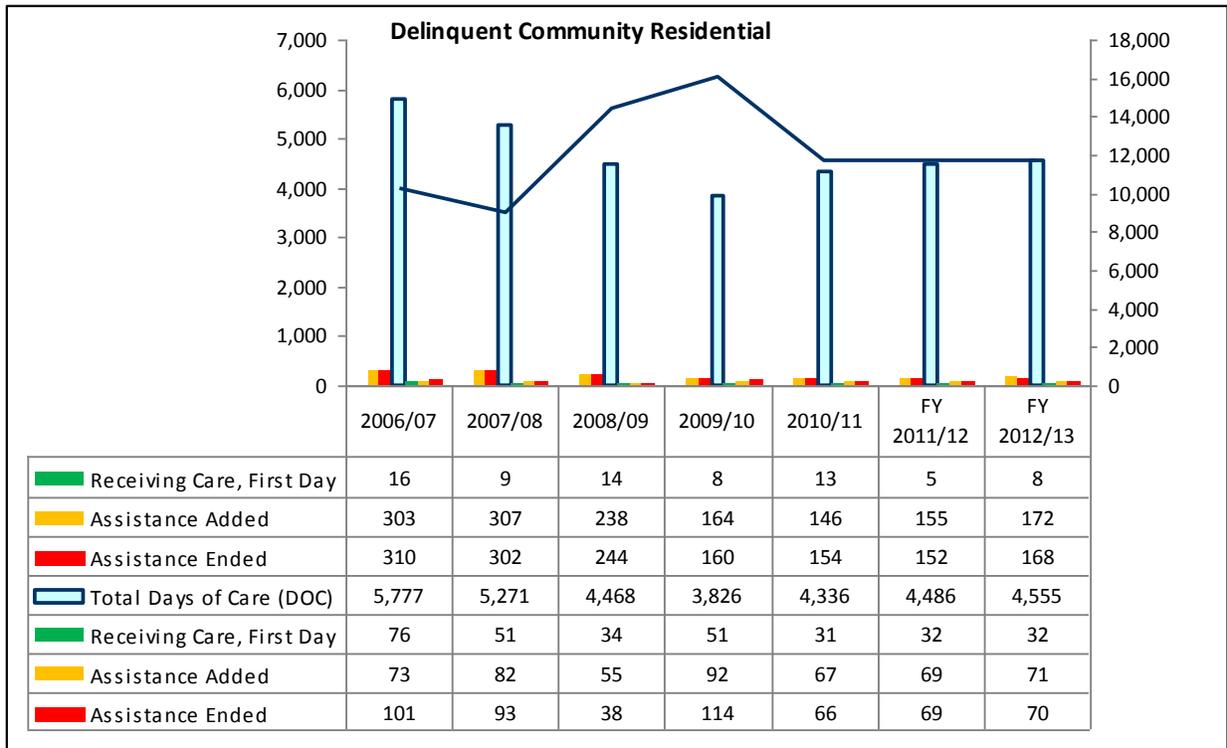


The decrease utilization in delinquent community residential is accounted for the transition of status offenders from JPO to the responsibility of the Children’s Bureau in April 2010 (4th qtr of FY 09/10). The Juvenile Probation Department anticipates that this placement setting will plateau over the next several years.

Westmoreland County

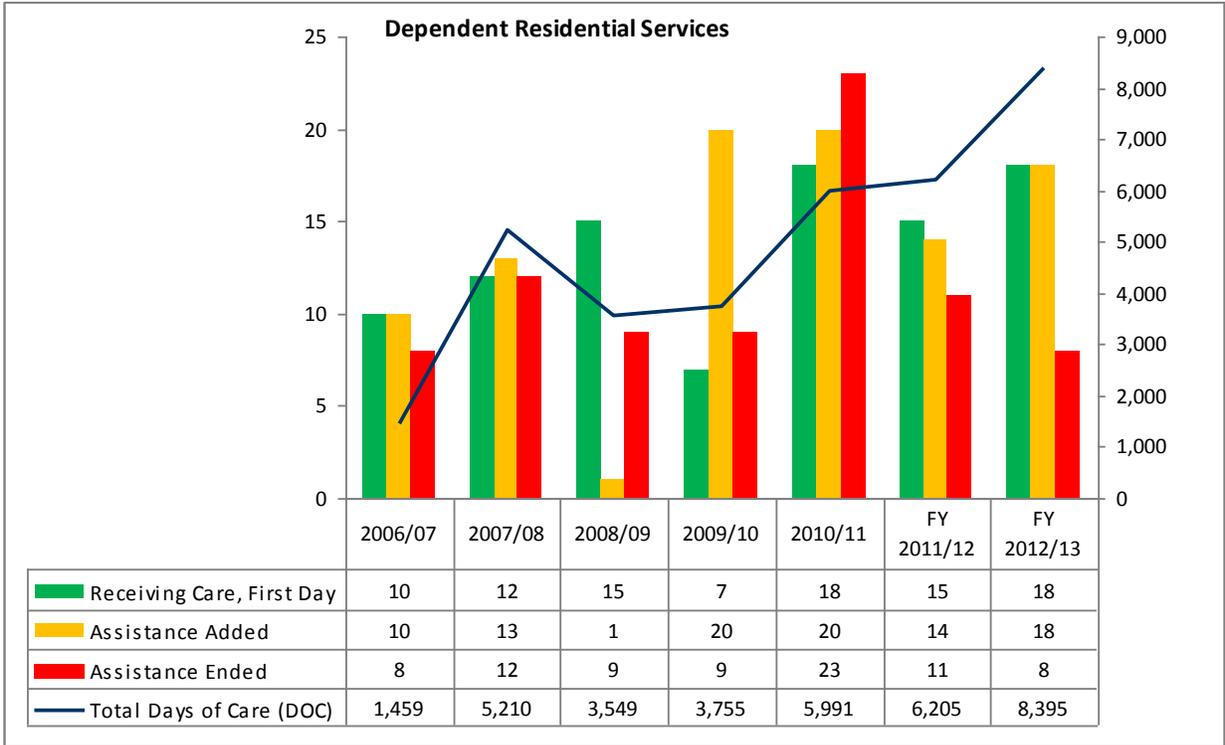
3-2d. Out-of-Home Placements: County Selected Indicator

□ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13).



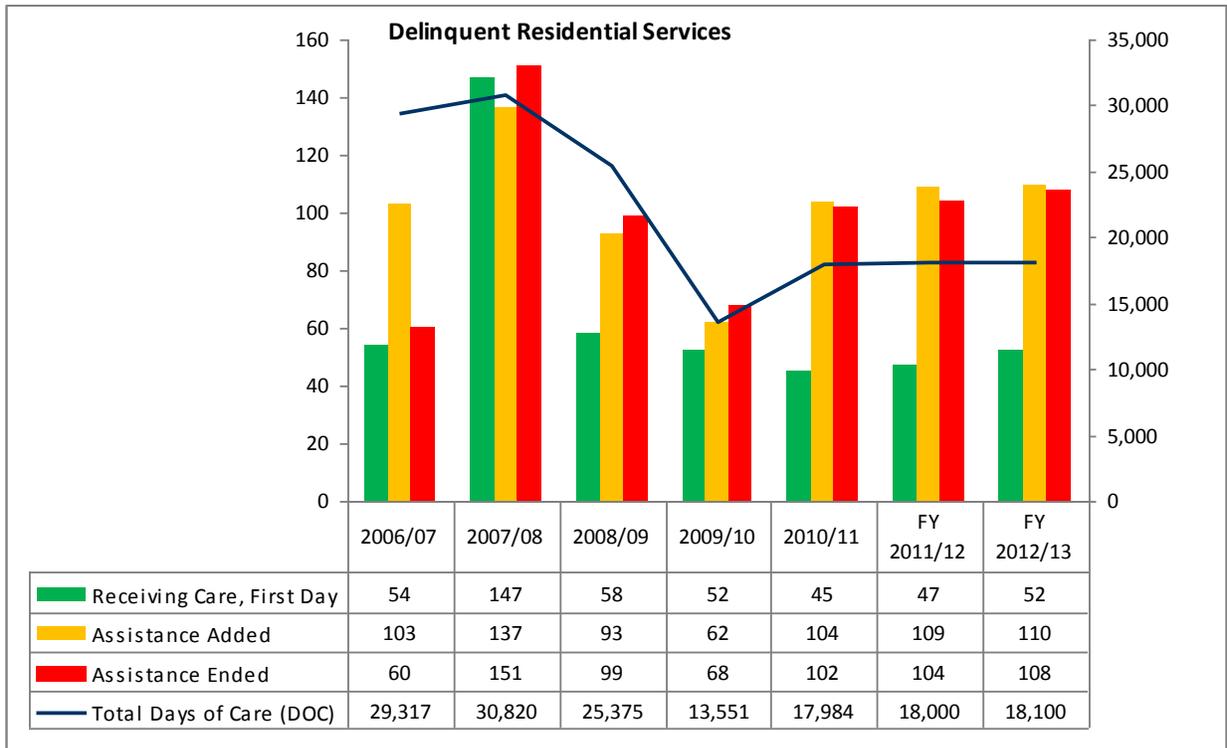
The decrease utilization in delinquent community residential is accounted for the transition of status offenders from JPO to the responsibility of the Children’s Bureau in April 2010 (4th qrtr of FY 09/10). The Juvenile Probation Department anticipates that this placement setting will plateau over the next several years.

Westmoreland County



The increase illustrated from 09/10 to 10/11, accounts for the transition of status offenders (from JPO to WCCB). Since the status offenders and transitional age youth, comprise this level of care, the agency projects a slight increase in youth and significant increase in days of care as these youth are choosing to remain in care or re-enter care through trial discharges.

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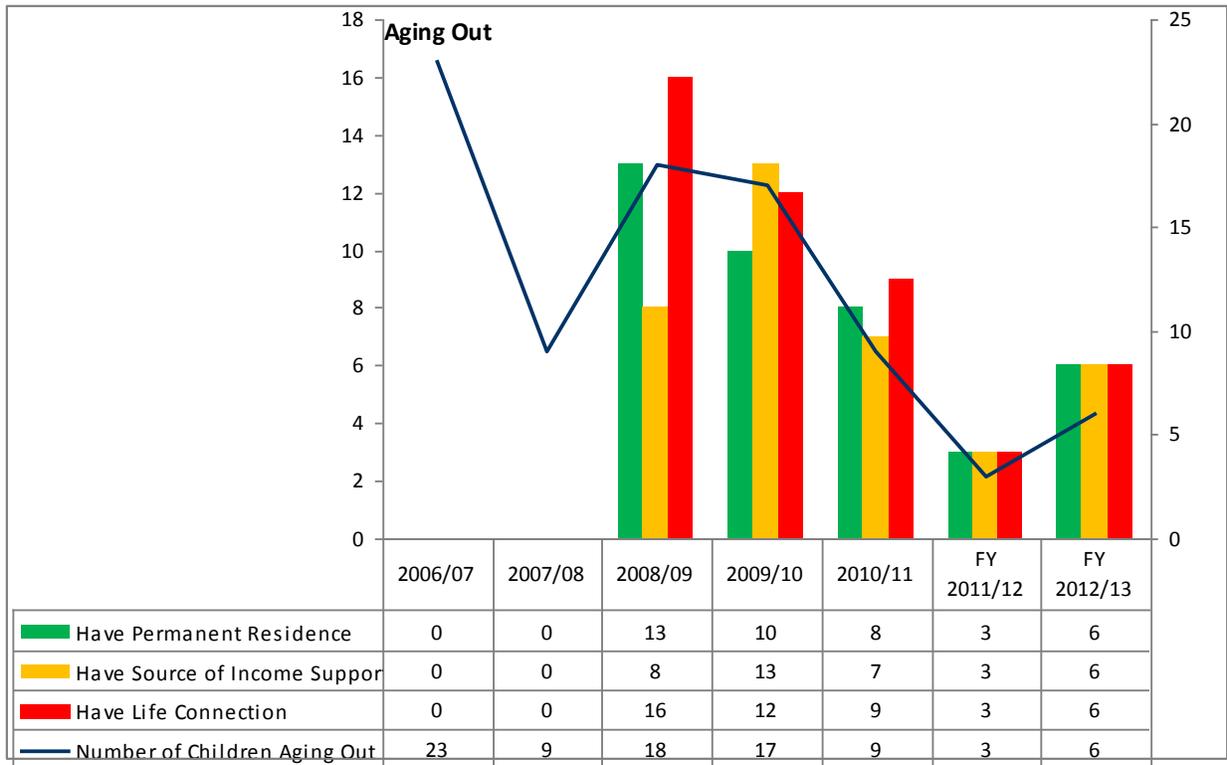


The dramatic decrease illustrated in 09/10 can account for the transition of status offenders from JPO to the responsibility of the Children’s Bureau. JPO had a slight increase going into FY 10/11 and projects a plateau over the next two years.

Westmoreland County

3-2e. Aging Out

□ Insert the Aging Out Chart (Chart 14).



Over the last several years, the agency has been retaining more children in care past their 18th birthdays due to their desire to finish high school and also move into post-secondary education, training or to continue with their treatment. We currently have 49 children who are 18 or older, 3 of which will exit care this fiscal year due to turning 21 and 68 potential children, 6 of which would turn 18 in 2012/13. We will continue to utilize 6 month PPT meetings for those 16 years and older; recommend FGDM conferencing as a means to solidify their future life connections and submit trial discharge petitions for those wishing to exit care. In this current fiscal year, we are beginning to operate our own Independent Living program which should enhance the quality of services afforded to this population.

The graph illustrates the significant decrease in numbers of aging out youth, due to them remaining in care until 21 years or returning to care through the execution of trial discharges.

3-2a. through 3-2e. Charts

- ❑ Discuss any highlighted trends and describe factors contributing to the trends in the previous charts. Discuss any important trends that may not be highlighted.

An explanation has been provided after each chart.

Westmoreland County

3-2f. General Indicators

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

3-2: General Indicators

Type in PURPLE boxes only (blue for Excel 2007 users)

County Number: Class

Westmoreland
County

[Copy Part 1 for
Narrative insertion](#)

[Copy Part 2 for
Narrative insertion](#)

[Print](#)

3-2a. Service Trends

Indicator	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	FY 2010/11	Projected FY 2011/12	FY 2012/13	2006-10 % Change
Adoption Investigations								
Children	5675	5660	5524	4861	4845	4954	5028	-14.6%
Family	2270	2264	2455	3197	3299	3398	3449	45.3%
Outgoing Services								
Children	1283	1267	1291	1310	1568	1615	1646	22.2%
Family	630	597	619	657	790	814	826	25.4%
Children Placed	403	331	286	357	402	414	420	-0.2%
Out of State Services								
Adopted Children	1398	1621	1692	1398	1307	1295	1285	-6.5%
Community Based Placement	484	392	420	143	98	96	101	-79.8%
Institutional Placements	373	343	336	114	149	156	161	-60.1%

3-2b. Adoption Assistance

Indicator	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	FY 2010/11	Projected FY 2011/12	FY 2012/13	2006-10 % Change
Adoption Assistance								
Receiving Care, First Day	275	284	298	306	315	323	328	14.5%
Assistance Added	32	30	35	33	30	33	33	-6.3%
Assistance Ended	24	16	27	24	22	28	23	-8.3%
Total Days of Care (DOC)	103,924	104,658	107,709	110,426	117,033	122,454	124,454	12.6%

3-2c. SPLC

Indicator	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	FY 2010/11	Projected FY 2011/12	FY 2012/13	2006-10 % Change
Specialized Permanent Legal Guardianship								
Receiving Care, First Day	0	1	1	11	11	18	21	#DIV/0!
Assistance Added	1	1	11	2	7	7	7	600.0%
Assistance Ended	0	1	1	2	0	4	0	#DIV/0!
Total Days of Care (DOC)	279	688	1,953	3,544	6,097	7,665	9,125	2085.3%

3-2d. Placement Data

Indicator	FY	FY	FY	FY	FY	Projected FY 2011/12	FY 2012/13	2006-10 % Change
	2006/07	2007/08	2008/09	2009/10	2010/11			
Traditional Foster Care (non-kinship)								
Receiving Care, First Day	188	177	145	171	178	171	192	-5.3%
Assistance Added	50	85	87	139	134	137	137	168.0%
Assistance Ended	86	91	104	132	141	116	112	64.0%
Total DOC	61,656	52,530	48,540	65,243	63,461	66,430	74,825	2.9%
Reimbursed Kinship Care								
Receiving Care, First Day	19	19	20	27	26	46	50	36.8%
Assistance Added	1	7	23	11	38	17	20	3700.0%
Assistance Ended	1	6	16	12	18	13	19	1700.0%
Total Days of Care (DOC)	7,059	7,050	8,822	5,777	12,915	17,520	18,615	83.0%
Foster Family Care (Total of 2 above)								
Receiving Care, First Day	207	196	165	198	204	217	242	-1.4%
Assistance Added	51	92	110	150	172	154	157	237.3%
Assistance Ended	87	97	120	144	159	129	131	82.8%
Total Days of Care (DOC)	68,715	59,580	57,362	71,020	76,376	83,950	93,440	11.1%
Non-reimbursed Kinship Care								
Receiving Care, First Day	3	0	5	0	0	0	0	-100.0%
Assistance Added	3	12	6	0	0	0	0	-100.0%
Assistance Ended	6	7	11	0	0	0	0	-100.0%
Total Days of Care (DOC)	338	386	391	0	0	0	0	-100.0%
Dependent Community Residential								
Receiving Care, First Day	28	24	27	35	41	39	55	46.4%
Assistance Added	31	42	28	49	55	44	49	77.4%
Assistance Ended	35	39	30	43	57	28	26	62.9%
Total Days of Care (DOC)	6,227	6,896	6,052	10,779	11,306	17,155	24,090	81.6%
Delinquent Community Residential								
Receiving Care, First Day	76	51	34	51	31	32	32	-59.2%
Assistance Added	73	82	55	92	67	69	71	-8.2%
Assistance Ended	101	93	38	114	66	69	70	-34.7%
Total Days of Care (DOC)	10,236	9,005	14,396	16,092	11,684	11,690	11,725	14.1%
Juvenile Detention								
Receiving Care, First Day	16	9	14	8	13	5	8	-18.8%
Assistance Added	303	307	238	164	146	155	172	-51.8%
Assistance Ended	310	302	244	160	154	152	168	-50.3%
Total Days of Care (DOC)	5,777	5,271	4,468	3,826	4,336	4,486	4,555	-24.9%

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3-2e. Aging Out Data									
	FY	FY	FY	FY	FY	Projected	FY	2006-10	
Indicator	2006/07	2007/08	2008/09	2009/10	2010/11	FY	2011/12	2012/13	%
									Change
Dependent Residential Services									
Receiving Care, First Day	10	12	15	7	18	15	18		80.0%
Assistance Added	10	13	1	20	20	14	18		100.0%
Assistance Ended	8	12	9	9	23	11	8		187.5%
Total Days of Care (DOC)	1,459	5,210	3,549	3,755	5,991	6,205	8,395		310.6%
Delinquent Residential Services									
Receiving Care, First Day	54	147	58	52	45	47	52		-16.7%
Assistance Added	103	137	93	62	104	109	110		1.0%
Assistance Ended	60	151	99	68	102	104	108		70.0%
Total Days of Care (DOC)	29,317	30,820	25,375	13,551	17,984	18,000	18,100		-38.7%
Aging Out									
Number of Children Aging Out	23	9	18	17	9	3	6		-60.9%
Have Permanent Residence	N/A	N/A	13	10	8	3	6		#VALUE!
Have Source of Income Support	N/A	N/A	8	13	7	3	6		#VALUE!
Have Life Connection	N/A	N/A	16	12	9	3	6		#VALUE!

Section 4: County Programs & Services

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

- ☐ Please describe the Community Prevention Services that are supported through child welfare funding and utilized by the county to prevent families from entering the child welfare system.

Westmoreland County Children's Bureau does not accept children/families for services when our assessment/investigation determines that there is no substantiation of abuse or neglect as defined by the applicable laws and regulations. There are two exceptions to this rule; first, when the agency is required to service a family that has been ordered by the court, absent of any substantiation of abuse or neglect. Second, the agency may accept families that request voluntary services that cannot be easily accessible within the community. Those families whose needs are not appropriate for state-defined child welfare services are referred to community services.

- ☐ Please describe the Placement Prevention Services that are utilized by the county, either provided directly or through a provider. These services are those provided to children/families that are already involved with the county agency and services that are being utilized to prevent a child/youth from entering out of home care.

The CCYA has seen that by completing thorough and detailed assessments the caseworkers are better able to determine what services are necessary to resolve the issue that necessitated agency involvement. Once a service determination is decided upon such as parenting, drug and alcohol counseling, sexual abuse counseling, these services are offered immediately to the families. By effectively identifying the root causes for agency intervention and front loading the necessary services to the families, the reoccurrence of child abuse and neglect lessens while the parents/caregivers ability to have the child remain safely in their home strengthens.

In FY 2008/09, the CCYA began to refer every child who had a substantiated report of abuse under the age of three years to the local Head Start Program for Ages and Stages Assessments. In addition for all active cases, children under the age of five will be referred for an Ages and Stages assessment. The completion of this assessment tool enables the caseworkers to determine if the children are meeting their developmental milestones and if early intervention services need rendered to the child. Offering the families early intervention services in the fundamental years may prevent long-term developmental problems for the children and, in return, may prevent placement of these children.

The new Safety Assessment tool will assist in preventing future out-of-home placements due to alerting caseworkers to safety threats and identifying protective capacities. This tool will enable caseworkers the ability to utilize the caretaker's strengths when developing safety plans and to identify appropriate preventive placement services.

The CCYA has used medical assistance based programming to prevent out-of-home placements. The MST program has assisted the agency in preventing adolescents from entering into agency custody due to parent/child conflict and truancy based issues. Family Based Services along with Family Focused Solutions have assisted in preventing out-of-home placements. These mental health base programs have taught parents with children who have

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mental health diagnoses how to appropriately address behavioral issues without resorting to physical means.

FGDM programming has been used as a preventative service. The CCYA offers FGDM at the beginning of the case as a way to engage the nuclear family, but to also encourage the extended family and supports to become more involved in protecting the children from neglectful and abusive situations.

The Housing Grant has played an integral role in preventing placement (see special grant section for specific details).

➤ 4-2: New/Enhanced Programs

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

The agency is not requesting any new or enhanced programs.

- In the specific budget adjustment forms for new initiatives or services, identify cost savings and reduced rates, and provide evidence that the new program is less expensive or more effective than the current service.

Not Applicable

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

Not Applicable

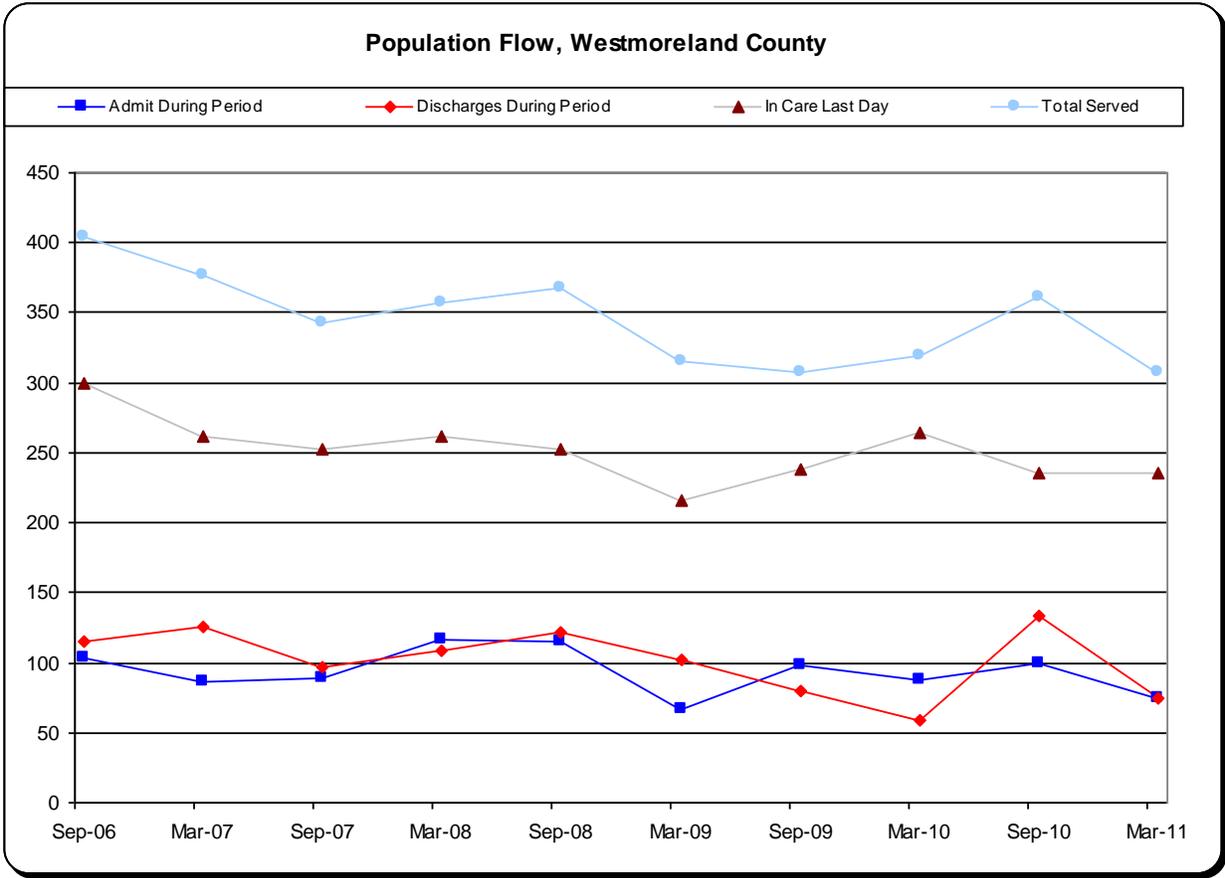
- For enhanced programs, discuss the expected level of program improvement, and describe how the program will reduce costs or the rate of future cost increases.

Not Applicable

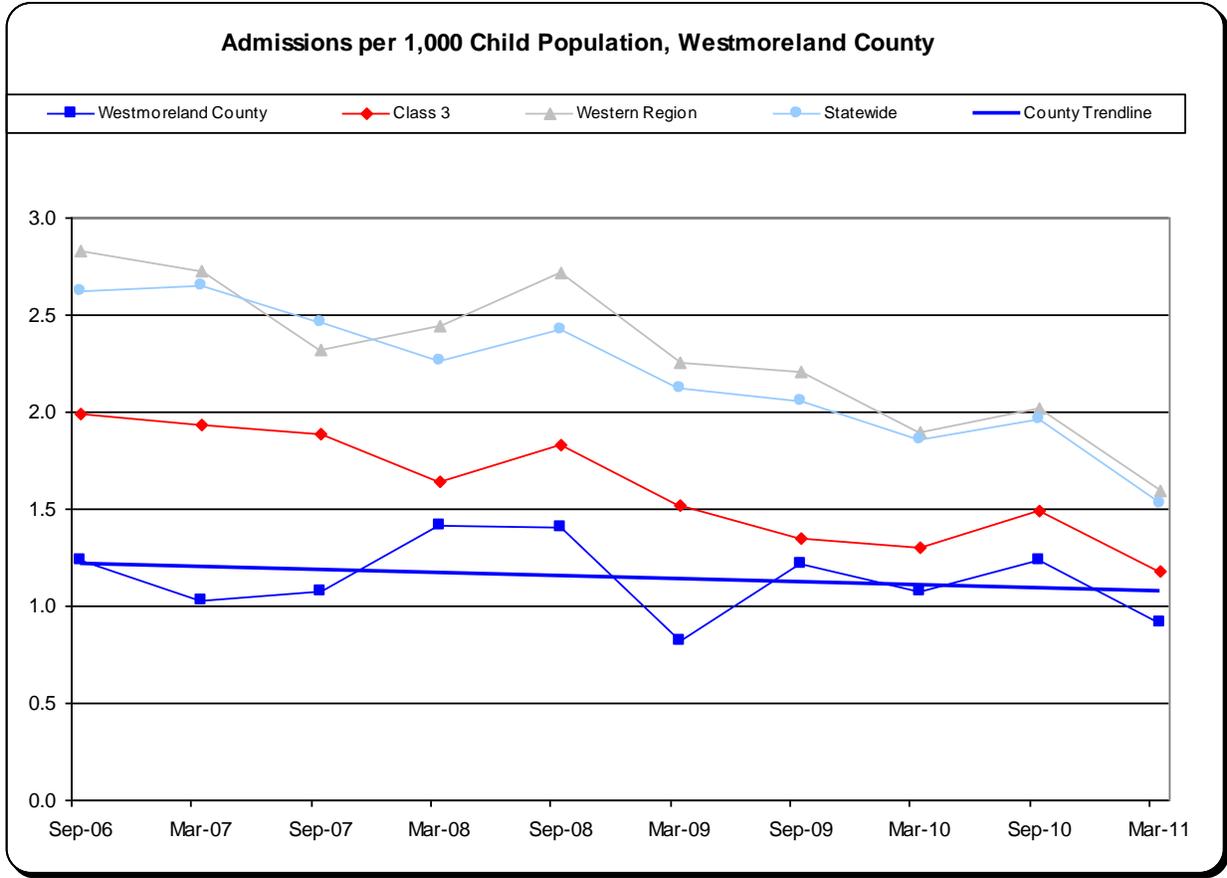
Section 5: Outcome Indicators

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

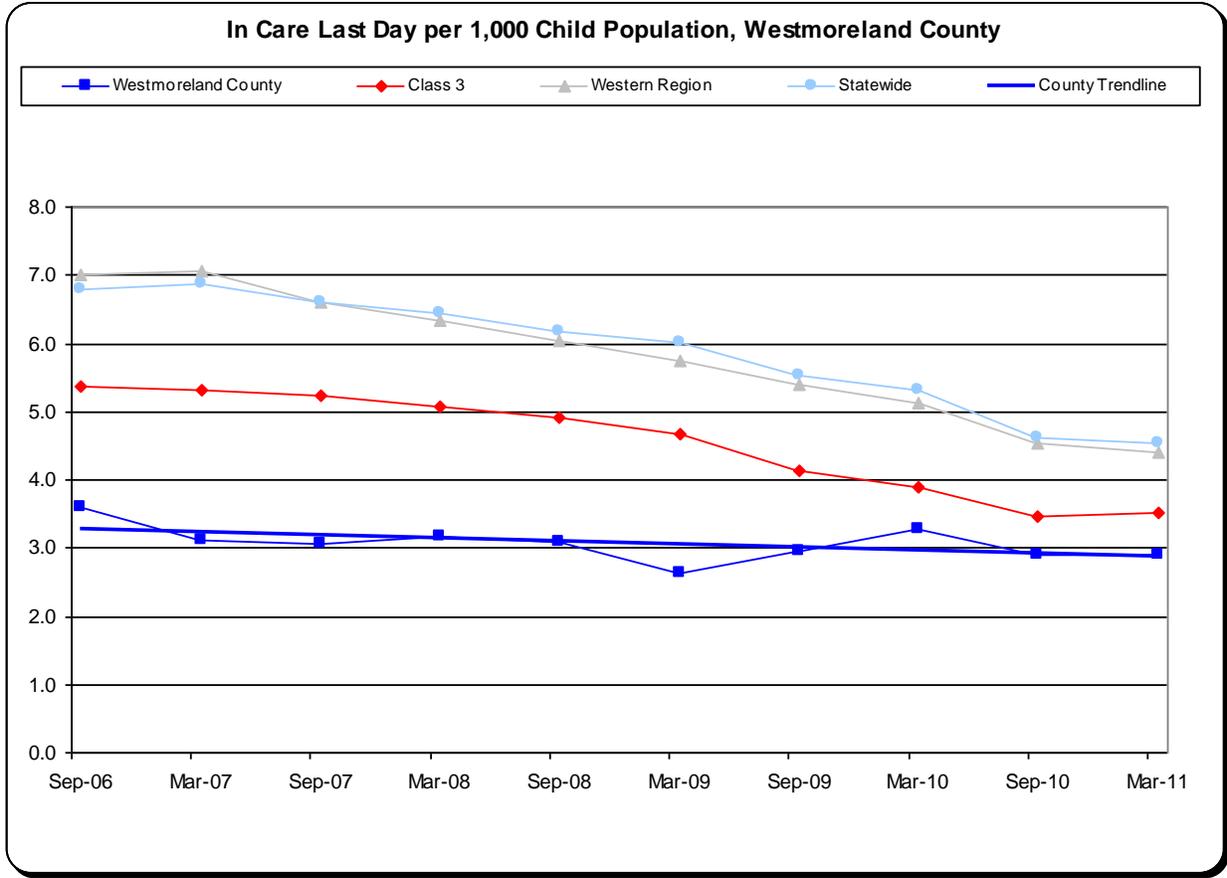
- On the following pages, paste up to three charts from the HZA data. Each chart should be pasted on a separate page.



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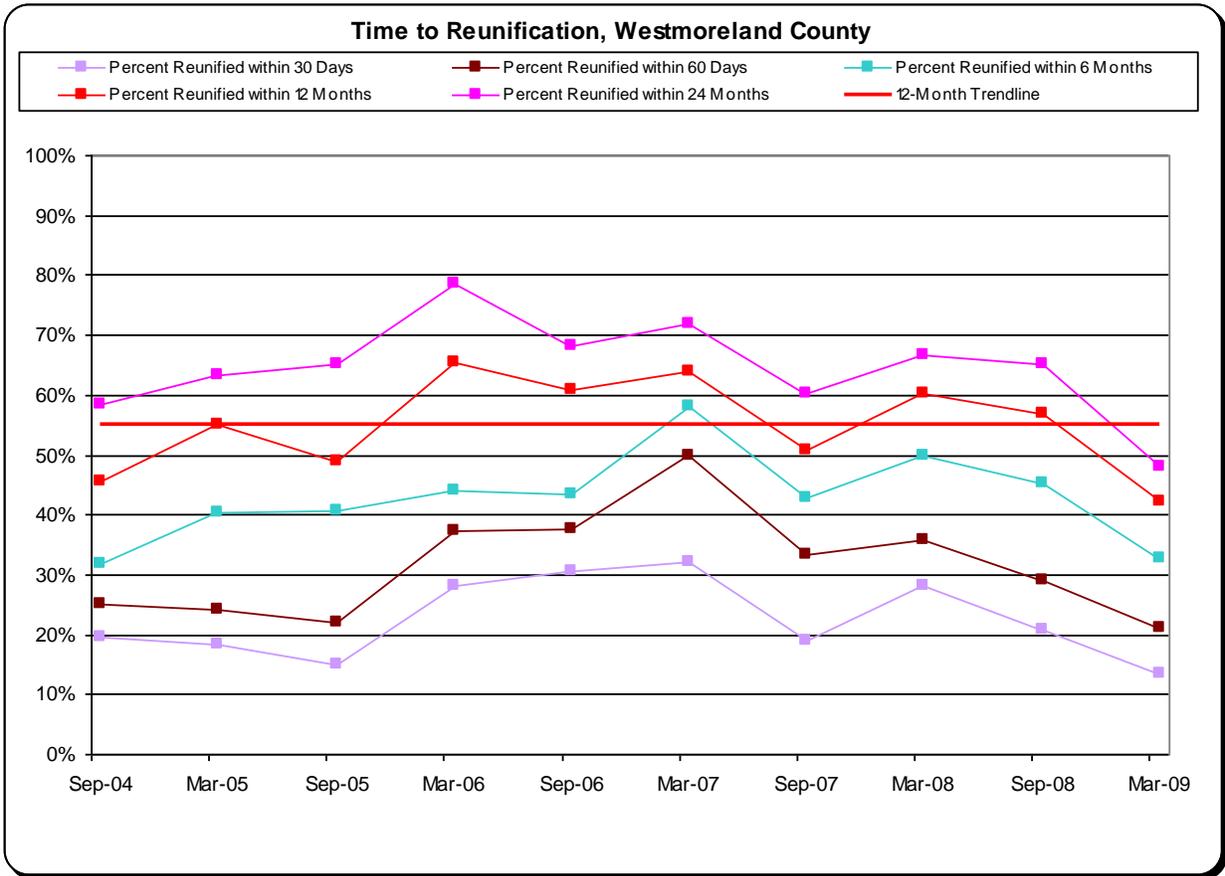


The Children’s Bureau consistently outperforms all class 3 counties, the western region and the state, in having the least amount of children in care.

The Children’s Bureau attributes their success in safely preventing placement, by frontloading services to the children and families. The caseworker’s conduct through assessments on the children and families needs, identifying the root causes for the agency’s involvement, and provide specific interventions to strengthen families.

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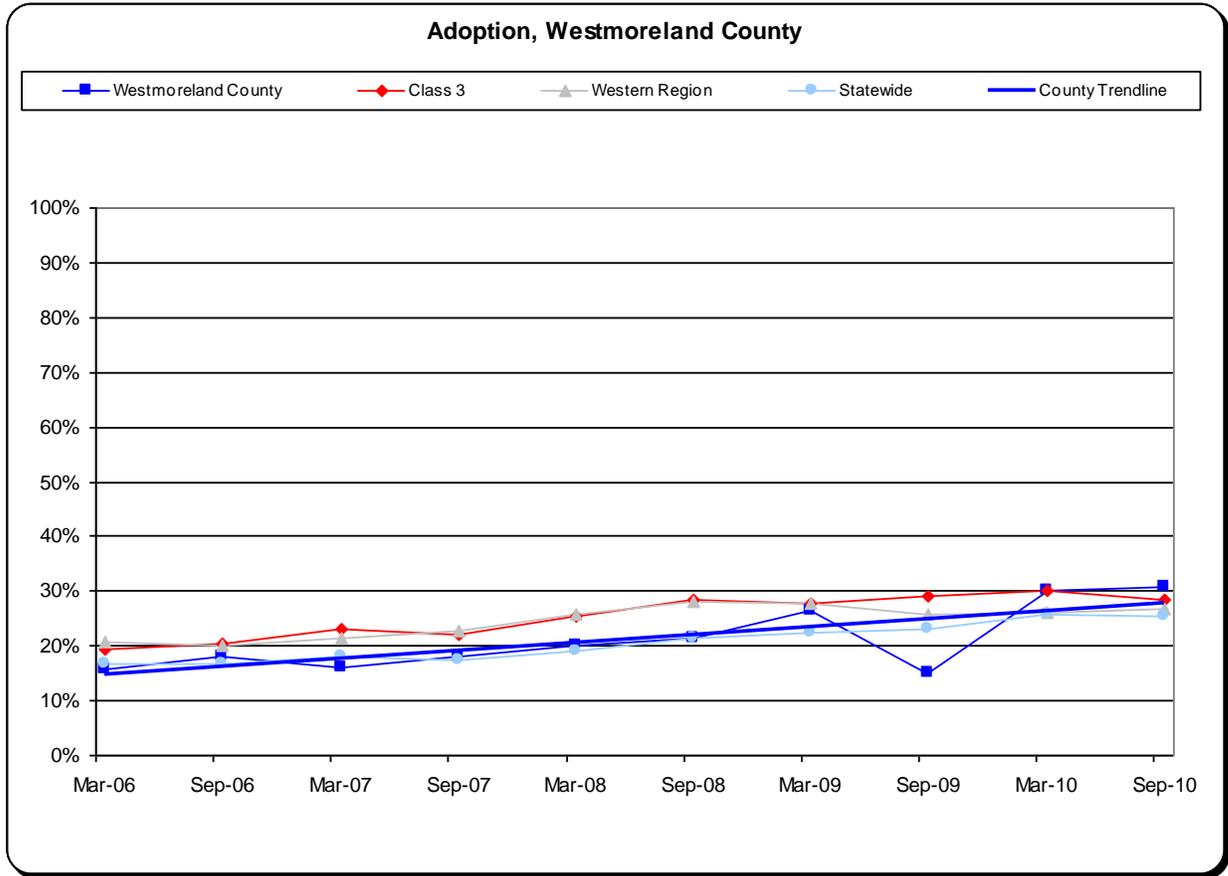
5-1b. Reunification Survival Analysis (See HZA Data Package)



Since the agency began instituting 90 day conferences in every placement case in July 2009, the agency projects the percentage reunified within 6 months to increase.

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

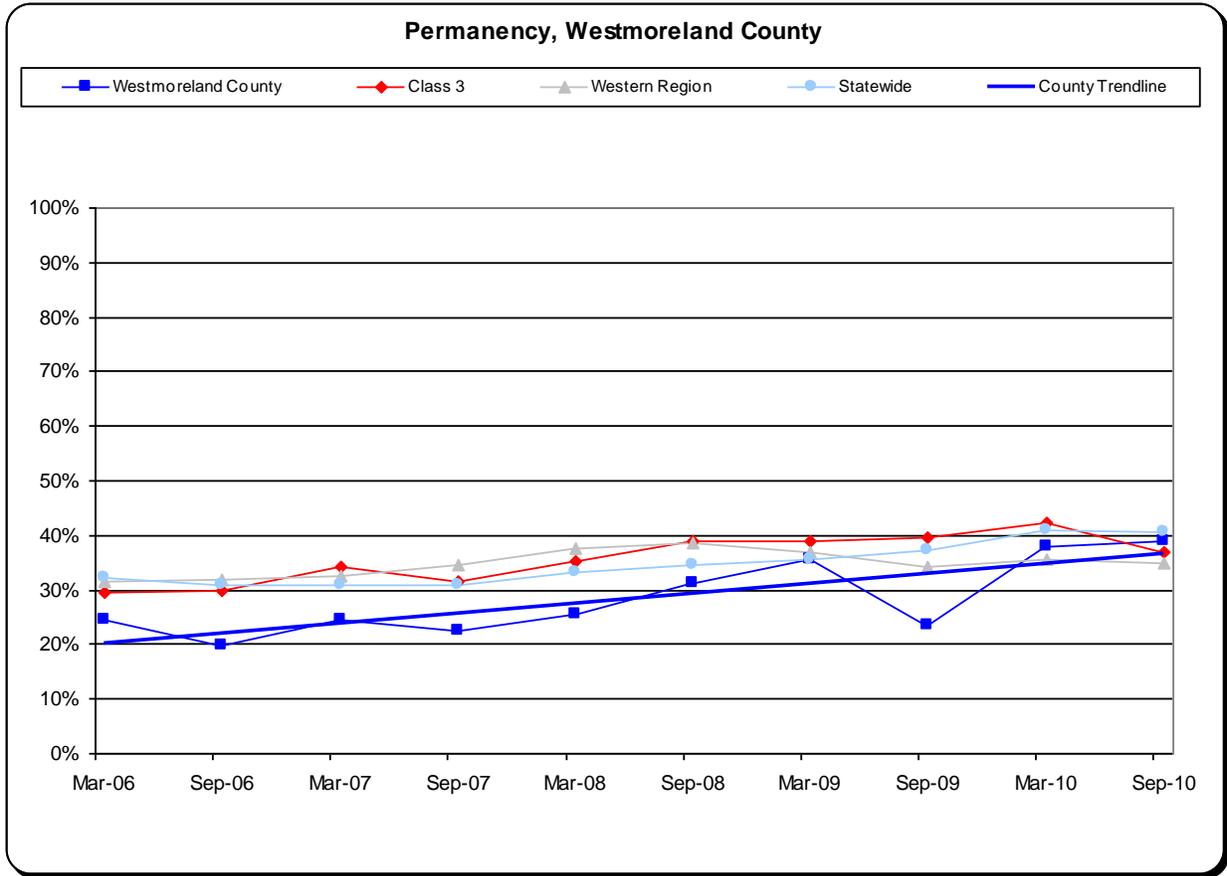


The upward trend illustrates the agency’s consistent improvement in achieving the adoption permanency option within 17 months. This noted progress results in the Children’s Bureau outperforming class 3 counties, the western region and the state in September 2010.

The agency projects this upward trend to continue with the stability of the paralegals and the institution of 90 day conferences.

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



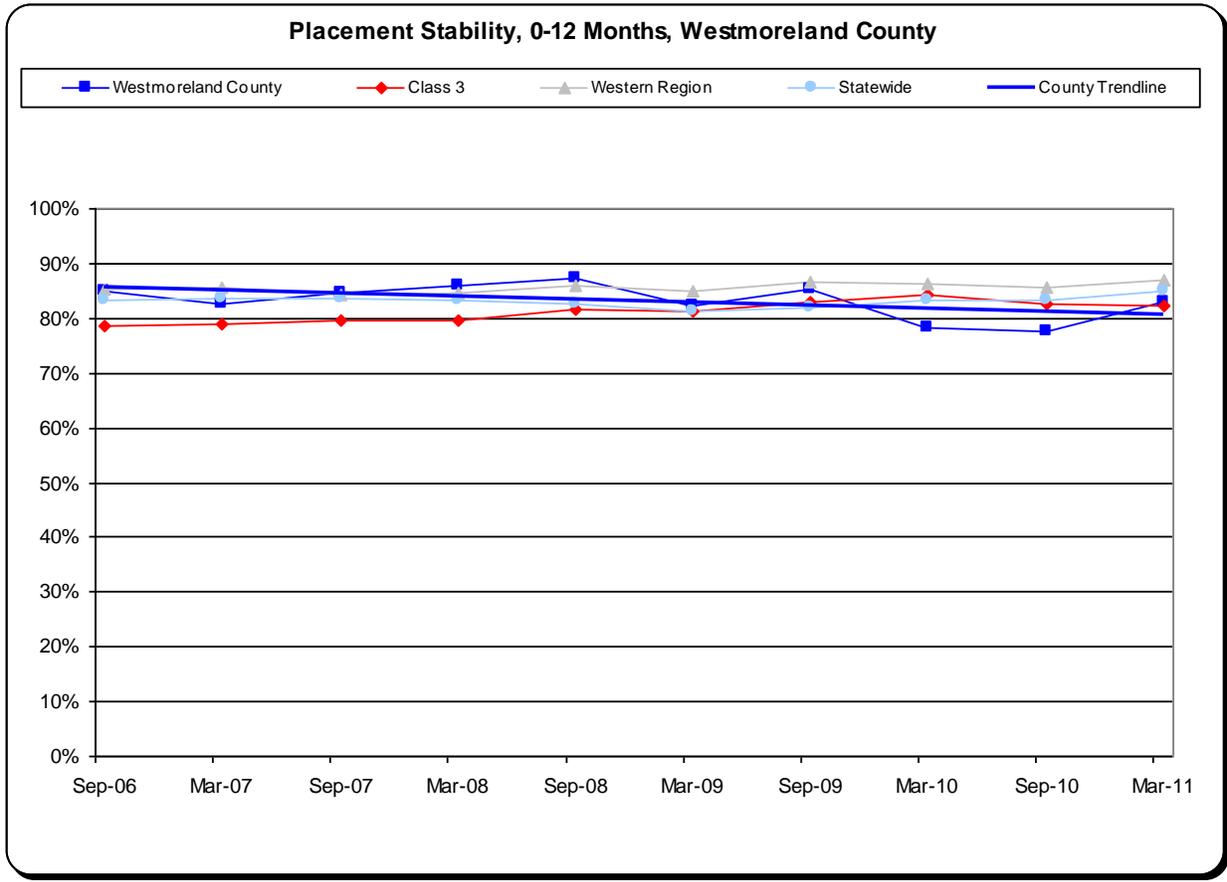
The agency has consistently improved with permanency (24 months) as illustrated by the trend line above. By September 2010, the agency exceeded the performance of western region and class 3 counties and matched that of the state. The downward dip in September 2009 is attributed to the turnover rate of our paralegals (as 2 of the 4 vacated their positions).

In 2008, the agency examined their outcomes and discovered the over-representation of the another planned permanent living arrangement (APPLA) goal in children in care 24 months plus. As a result, the agency modified their practice with the expanded utilization of SPLC, affording this option to all children when other preferred options have been exhausted. At the same time, the agency engaged the American Bar Association Barrier to Permanency Project, to focus on the APPLA population and further enhance their permanency outcomes.

The agency projects a continued upward trend supported by modifications to agency policy and procedures, the stability of the paralegals and the partnership with the courts, all committed in timely permanency.

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

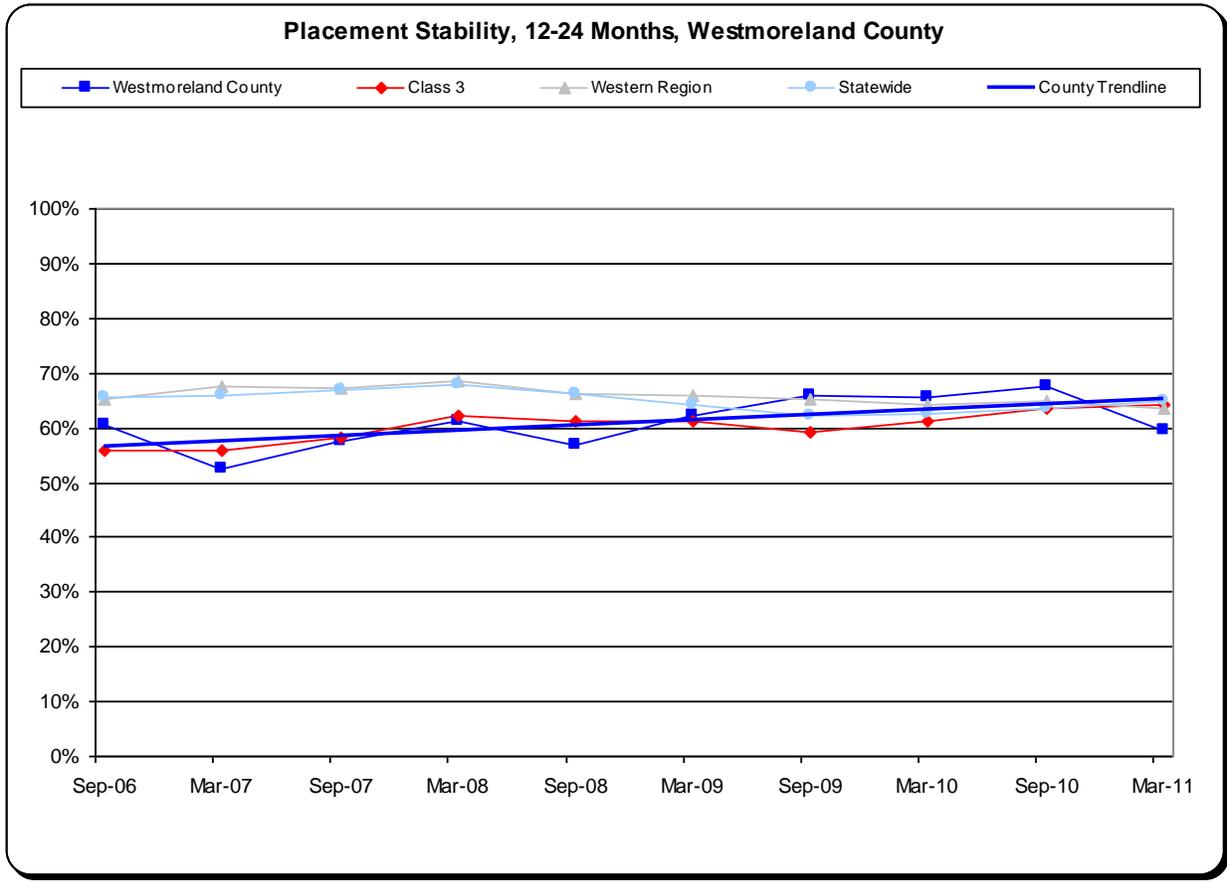


Although the county trend line represents a downward slope, it does reflect an increase from September 2010 to present.

In April 2010, the agency began servicing status offenders (truants, incorrigibles, runaways) that were previously handled by JPO. Previously, this population would be placed into shelter, while awaiting disposition to a more permanent option. The agency will explore the least restrictive, most appropriate option at the onset of placement for these children, in order to increase their placement stability and decrease the need for another move. Therefore, the agency anticipates the improvement in placement stability moving forward.

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

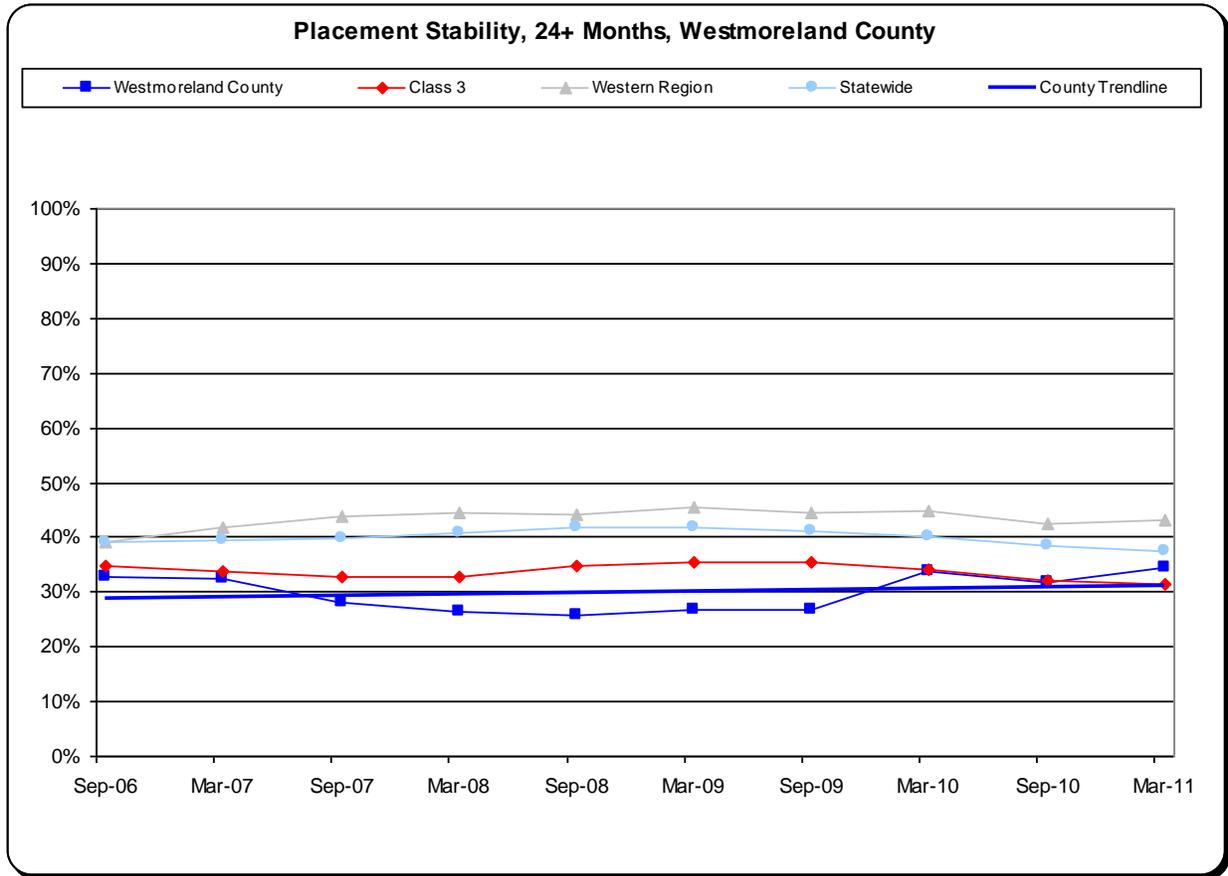


The agency's trends have consistently improved in placement stability, 12-24 months, and the trend line has exceeded class 3 counties, the western region and the state.

The agency anticipates this trend to improve with the transition of status offenders in April 2010, the increased utilization of SPLC in 2008 and the stability of our paralegals. In September 2010, the agency began implementing trial discharges for 18 year olds that choose to leave care without a viable plan. This trial discharge allows the youth to return to care within 6 months and remain in care until 21 years of age, if they agree to immediately enroll and remain in an advanced education program or continue with their treatment. This may account for the slight dip from September 2010 to March 2011 (since these youth left care then returned). Additionally, there are more children choosing to remain in care beyond 18 years of age while they pursue advanced education or continue in their treatment.

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



The agency's trend line shows a steady increase in placement stability 24+ months. Since this population predominately accounts for our transitional age youth and adolescents with behavior and/or mental health issues, preserving placement stability is often a challenge.

The agency projects the upward trend to continue with the transfer of status offenders and the enhancement of the Independent Living Program operated by the agency in FY 11/12.

- Please describe briefly any significant trends in the data presented in charts 5-1b. through 5-2c. What policies or practices explain the trends?

The only significant trends, illustrated in 5.1c and 5.1d, showing a downward dip in permanency and adoptions in 2009, accounted for the significant turnover rate with our paralegals. In that year, we had 2 of the 4 paralegals leave the agency. These outcomes have consistently improved since 2009, with the stability and full compliment of our four paralegals. Our

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paralegals are valuable partners and play an integral role in achieving timely permanency for all children served.

- ❑ If the county's performance exceeds comparable county and/or statewide performance in charts 5-1b. through 5-2c., what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

Or

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

A response has been provided after each chart above 5-1b. Through 5-2c.

- ❑ For charts 5-1b. through 5-2c. are there certain populations which are disproportionately represented in the measures? What actions is the county taking to address that population's needs?

The only disproportionate representation is with children in placement and rates of poverty. The agency data (3rd quarter 2010-11 CY28), reflects children in placement at 79% White vs. 20% African American and with Black or African American families having a higher rate of poverty than Caucasians (39.2% vs. 6.5%). In the past year, the rate of poverty for Black or African Americans has jumped 6.4%.

The agency ensures that their contracted service provisions within the county are culturally competent and meet the needs of the diverse population served.

➡ 5-3a. Previously Introduced Outcomes (optional)

The agency has chosen not to complete this optional section.

Section 6: Administration

6-1b. Employee Benefit Detail

- Submit a detailed description of the county's employee benefit package for FY 2011-12. Include a description of each benefit included in the package and the methodology for calculating benefit costs.

The following benefits are included in the benefit package:

Retirement: This is the amount the county pays towards employee retirement; this amount is given to us by the county Financial department twice a year.

Health Insurance: This is the health insurance for employees; the cost is based on which of three plans the employee is in.

Social Security: This is the amount of Social Security 7.65% of the amount paid.

Insurance buyouts: This is the amount that is paid to people that do not need insurance.

Worker's Compensation: Amount paid for worker compensations.

Life insurance: This is for life insurance for employees.

Unemployment: This is the amount that is required by the unemployment bureau.

Optical: This is for the employee optical insurance.

Long Term disability: This covers employee's long term disability.

All of these benefits are calculated in different departments of the county and posted to the correct accounts. In order to find our benefit rate, I take the total amount spent in each of these different areas and divide by the amount spent on payroll to get my benefit percentage.

6-1c. Organizational Changes

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

During the current fiscal year we added five (5) new Caseworkers, one (1) in Assessment and four (4) in Treatment, and one (1) new Casework Supervisor in order to handle the larger caseload that we now have due to taking over status offenders. We have also added a one (1) Social Work Supervisor, and two (2) Social Worker positions this year. These positions will be funded through the IL Grant as we will be bringing the IL Grant back in-house during the 2011/2012 Fiscal Year.

6-1d. Staff Evaluations

- Describe the method for measuring and evaluating the effectiveness of staff provided services.

	2006	2007	2008	2009	2010	2011 (currently)
Overall Staff	8.04%	13.46%	24.17%	11.00%	20.19%	7.33%
Casework Staff	3.40%	7.69%	18.68%	7.00%	18.26%	5.50%

WCCB currently monitors staff effectiveness through supervisory observations in the field, file reviews, management oversight, monitoring of client and community complaints, employee performance reviews, and the utilization of our QA position and Contract Monitors.

The current QA monitor reports directly to the Casework Manager II. The responsibilities include conducting regular client case record reviews for legal, regulatory, and best practice compliance including CFSR outcomes. The QA monitor then discusses all case record reviews with the appropriate supervisor and makes recommendations. These recommendations are then forwarded to the appropriate County Casework Manager I and II.

The QA monitor also interacts with the contract monitors on all quality assurance issues relating to contracted providers and reviews, analyzes, and evaluates the effectiveness of in-house services in meeting the needs of clients.

The Contract Monitors also monitor agency staff performance through audits conducted on provider case files and provider expressed concerns for agency staff performance.

Staff Retention

In calendar year 2010, staff retention was an issue for the Children’s Bureau. Twenty one employees vacated their positions through resignations, retirements and/or terminations (20.19%). Nineteen of these were direct service workers and two were support staff. Since there has been a direct correlation with staff turnover with the imposition of additional unfunded mandates, the agency will continue to partner with key stakeholders to assure that mandates are adequately funded prior to projected implementation, so that the agency has the resource capacity to effectively carryout the change.

The agency has a formalized process to interview all employees that leave their respective positions. The exit interviews conducted indicate the common theme for leaving continues to be stress and low pay for the level of responsibility/job duties. During staff turnover, the remaining staff effectively managed the increased responsibilities until all vacant positions were filled. In order to accommodate the transfer of status offenders and general increase in referrals, the

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agency filled a previously created supervisory position and five caseworker positions. Also, the agency created and filled a interim Social Worker/Supervisor and two interim Social Worker I positions to transition Independent Living services from a contracted provider to our agency. This utilization of these social workers' skills indicates that the agency will continue to explore innovative ways to retain staff and to cultivate a positive working environment that strengthens morale and builds professional growth. In addition the agency will continue to permit CWEL students to attend the CWEL/MSW program full-time.

For calendar year 2011 to date, eight staff (7.34%) has resigned, retired and/or was terminated; six of these were direct service workers and two were support staff.

Training Needs

Truancy Intervention and Prevention will continue to be a training need for the agency in 2011-2012. The agency has assumed responsibility for status offenders that previously were serviced by JPO. Training was presented by the Educational Law Center in collaboration with the A.B.A. and WCCB on July 27th 2011 regarding Truancy and Educational Law. In addition to agency staff the training was offered to the Judges, Court Officials, District Magistrates, School District Representatives, Juvenile Probation Office and Provider Agencies.

Due to staff turn over particularly with agency supervisors, the implementation of the new Out of Home Safety Assessment has been delayed. One of the agency trainers was required to sequentially fill in for three departing supervisors and was responsible for mentoring their replacements as well as other duties. The other is scheduled to attend CWEL this coming August. The agency had scheduled training in the use of the Out of Home Safety Assessment for the months of July and August of this year. With the notification from the Department that the implementation of the Out Home Safety Assessment will be delayed until December 31st the agency will schedule this training prior to and nearer the implementation date. This new process will require additional resources (see adjustment FY 12/13).

6-1e. Contract Monitoring & Evaluation

Note the employee/unit which oversees county contracts. Describe the evaluation process to determine the effectiveness of provider services.

The agency employs two contract monitors that are program specialists, to evaluate the effectiveness of the contracted providers. All Contracted agencies are audited no less than annually. During each audit, a random sample of files is reviewed (at least 25% of the active case). Files are scrutinized for meeting regulatory requirements, best practice standards and contractual obligations. The main purpose of the audit is to ensure the safety, well-being and permanency of each child. Second is ensuring that all provided services are appropriate and effective. Third is to assure there are no duplication of services and that the invoicing is accurate for the services rendered. The contract monitors have begun reviewing and approving all service requests to assure that service selection best meets their need, is time limited, and is not duplicated.

In addition to the assessment of performance and outcomes at each audit, we require a continuum of outcome data reports by all contracted providers. Quarterly reports document all services provided to clients, the outcomes for each client and the effectiveness of the program

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itself in achieving goals, objectives and results. To assure receipt of such reports, this language has been added to all our contracts.

6-3a. through 6-3d. Special Grants Initiatives

Please review Appendix 6 of the Bulletin prior to completing this section or the Budget Excel file worksheets.

Requests to Transfer/Shift Funds

The following subsections permit the transfer or shifting of funds within the SGI categories of EBP, PaPPs, Housing and ATP for FY 2011-2012 within the maximum allocation amount. Counties must have sufficient local matching funds when requesting a transfer to those programs with a higher match requirement. Transferring of funds will allow for the inclusion of Independent Living (IL) state funds. The federal portion of IL funds are restricted to specific service requirements of the Chafee program and may not be shifted outside of the IL program to the SGI. The requests must include detailed justification for the proposed changes.

Counties that request to shift funds as outlined above must enter the revised amounts in the Budget Excel File in order for the revised amount to be considered final. All transfer requests made should be considered approved unless the county is notified otherwise by the Department.

- From the list below, please indicate those Evidence-Based programs, Pennsylvania Promising Practices, Housing, and Alternative to Truancy Prevention programs that the county will provide in FY 11-12 and/or request funding for in FY 12-13. Describe the method for measuring and evaluating the effectiveness of staff provided services.

- a. Multi-Systemic Therapy (MST)
- b. Functional Family Therapy (FFT)
- c. Multidimensional Treatment Foster Care (MTFC)
- d. Family Group Decision Making (FGDM)
- e. Family Development Credentialing (FDC)
- f. High-Fidelity Wrap Around (HFWA)
- g. Pennsylvania Promising Practices Dependent (PaPP Dpnt)
- h. Pennsylvania Promising Practices Delinquent (PaPP Dlnqt)
- i. Housing Initiative
- j. Alternatives to Truancy Prevention (ATP)

FOR EACH OF THE SELECTED PROGRAMS, ANSWER THE FOLLOWING QUESTIONS (COPY AND PASTE AS NECESSARY TO ACCOMMODATE RESPONSES FOR ALL SELECTED PROGRAMS):

Program Name: Family Group Decision Making (FGDM)

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2010-11	Y			
New implementation for 2011-12 (did not receive funds in 2010-11)	N			
Funded and delivered services in 2010-11 but not renewing in 2011-12	N			
Requesting funds for 2012-13 (new, continuing or expanding)	Y	New	Continuing	Expanding
			Y	

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2011-12; and/or requesting funds for FY 2012-13. Enter the total amount of state and matching local funds.

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2011-12	99,000	-50,000	49,000
FY 2012-13			50,000

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

Response:

Request to move \$50,000 from FGDM to Housing Initiative. The county is requesting this revision due to under spending of FGDM and over spending on the Housing Initiative.

Complete the following chart for each applicable year.

	0708	0809	0910	1011	1112	1213
Target Population			Transitional Age/Status Offenders	Transitional Age/Status Offenders	Transitional Age/Status Offenders	Transitional Age/Status Offenders
# of Referrals	6	15	19	8	15	15
# Successfully	4	5	11	5	5 as of 9/13/11	

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completing program						
Cost per year	3,156	8,526	7,374	13735	49,000	50,000
Per Diem Cost/Program funded amount	82.50/hour	82.50/hour	59.35/hour 82.50/hour	59.35/hour 82.50/hour	59.35/hour 82.50/hour	59.35/hour 82.50/hour
# of MA referrals	0	0	0	0	0	0
# of Non MA referrals	6	15	19	8	15	15
Name of provider	Try Again Homes	Try Again Homes	Try Again Homes and JusticeWorks			

- Identify three service outcomes the county expects to achieve as a result of providing these services with a primary focus on FY 2012-13. Explain how service outcomes will be measured and the frequency of measurement.

Response:

The county intends to focus on the status offender population as well as transitional age youth. For the status offender population, the county hopes to delay or prevent placement while determining what interventions and community supports would be best suited for the family. As for the transitional age youth, the county hopes to utilize FGDM to develop future planning such as; connections, education, income and residence. Within both populations the county hopes to develop community supports and enhance permanent connections.

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2011-12 and FY 2012-13.

Response:

In FY 10/11 the county utilized FGDM funding in the amount of \$3,600. In order to support the efficacy of this intervention, caseworkers should attend the meeting which most often is held after hours or on weekends, depending on the schedule of the family and provider. The requirement of the caseworker's attendance is the reason for the under utilization of this process. The agency reduced their request for FGDM, considering previous year's utilization.

Program Name:	Multidimensional Treatment Foster Care (MTFC)
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- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2010-11	Y			
New implementation for 2011-12 (did not receive funds in 2010-11)	N			
Funded and delivered services in 2010-11 but not renewing in 2011-12	N			
Requesting funds for 2012-13 (new, continuing or expanding)	N	New	Continuing	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2011-12; and/or requesting funds for FY 2012-13. Enter the total amount of state and matching local funds.

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2011-12	192,000	0	192,000
FY 2012-13			0

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

Response:

N/A

Complete the following chart for each applicable year.

	0708	0809	0910	1011	1112	1213
Target Population	N/A	N/A	14-18	14-18		
# of Referrals		4	9	2		
# Successfully completing program		2	3	2		
Cost per year			100,407.22	38785		
Per Diem Cost/Program funded amount			149.46/day	149.46/day		
# of MA referrals		0	5	0		
# of Non MA referrals		4	4	2		
Name of provider		Wesley Spectrum Services	Wesley Spectrum Services	Wesley Spectrum Services		

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- Identify three service outcomes the county expects to achieve as a result of providing these services with a primary focus on FY 2012-13. Explain how service outcomes will be measured and the frequency of measurement.

Response:

Goals of the program include a decrease in problem behavior and an increase in developmentally appropriate normative and prosocial behavior adolescents who are in need of out of home placement. Expectations include the improvement of behavioral parent training and support for MTFC foster parents as well as family therapy for biological parents. This program will provide skills training for youth as well as supportive therapy. The expectation is that there will be school-based behavioral interventions and academic support upon a child's return as well as psychiatric consultation and medication management, when needed.

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2011-12 and FY 2012-13.

Response:

Currently this program has been utilized by JPO and the provider had limited homes certified to provide MTFC. With the switch of the status offender population from JPO to C&Y, this program has been underutilized by C&Y. As agency employees become more aware of MTFC and as the provider certifies more MTFC homes, the agency projects increased utilization.

Program Name:	Multi-Systemic Therapy (MST)
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- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2010-11	Y			
New implementation for 2011-12 (did not receive funds in 2010-11)	N			
Funded and delivered services in 2010-11 but not renewing in 2011-12	N			
Requesting funds for 2012-13 (new, continuing or expanding)	Y	New	Continuing	Expanding
			Y	

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2011-12; and/or requesting funds for FY 2012-13. Enter the total amount of state and matching local funds.

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2011-12	136,161	0	136,161
FY 2012-13			120,000

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

Response:

Currently, Westmoreland County is not requesting any changes to the original/approved allocation. For FY 12/13 the requested amount is decreased to \$120,000. This is due to lack of utilization of the entire funding.

Complete the following chart for each applicable year.

	0708	0809	0910	1011	1112	1213
Target Population					Status Offenders	Status Offenders
# of Referrals	58	55	48	41	50	45
# Successfully completing program	42 discharged 33 successful	39 discharged 31 successful	37 discharged 28 successful	31 Discharged 25 successful		
Cost per year	187,402.73	222,572.59	96,071.05	83,455.42	136,161	120,000
Per Diem Cost/Program funded amount	67.63/day	67.63/day	67.63/day	67.63/day	67.63/day	67.63/day
# of MA referrals	39	34	36	29		
# of Non MA referrals	19	21	12	12		
Name of provider	Adelphoi	Adelphoi	Adelphoi	Adelphoi	Adelphoi	Adelphoi

- ❑ Identify three service outcomes the county expects to achieve as a result of providing these services with a primary focus on FY 2012-13. Explain how service outcomes will be measured and the frequency of measurement.

Response:

The county expects to achieve positive outcomes from the provider. The purpose of the program is to decrease risk factors by building on family strengths. Lastly, the county expects to decrease out of home placements within the MST population by heading off any behavioral difficulties within the family's home. Outcomes will be measured by monthly reports along with end of year statistics.

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2011-12 and FY 2012-13.

Response:

The factors contributing to under utilization of funding is due to a decrease in the number of JPO youth in the system. Currently, status offenders are being serviced by CYS. In order to fully utilize funding, we plan on educating our staff to the role of MST and refer eligible cases.

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Program Name:	STOPP
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- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2010-11	n			
New implementation for 2011-12 (did not receive funds in 2010-11)	n			
Funded and delivered services in 2010-11 but not renewing in 2011-12	n			
Requesting funds for 2012-13 (new, continuing or expanding)	Y	New	Continuing	Expanding
		Y		

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2011-12; and/or requesting funds for FY 2012-13. Enter the total amount of state and matching local funds.

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2011-12	0	0	0
FY 2012-13			600,000

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

Response:

The county is currently requesting the addition of a PaPP Dpnt Program.

Complete the following chart for each applicable year.

	0708	0809	0910	1011	1112	1213
Target Population				Status Offenders and Truancy	Status Offenders and Truancy	Status Offenders and Truancy
# of Referrals				146	175	175
# Successfully completing program				132		
Cost per year				567,000	600,000	600,000
Per Diem Cost/Program funded amount				80.00/hour	80.00/hour	80.00/hour
# of MA referrals				0	0	0
# of Non MA referrals				146	0	0
Name of provider				JusticeWorks	JusticeWorks	JusticeWorks

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- Identify three service outcomes the county expects to achieve as a result of providing these services with a primary focus on FY 2012-13. Explain how service outcomes will be measured and the frequency of measurement.

Response:

To date, this service has been successful in preventing placement 87% of the time.

This provider is incorporating Why Try, an evidence based program (E.B.P.) for truancy, into their STOPP program. With the efficacy of this EBP, along with the previous success rate of this program, the agency expects to prevent or significantly delay out of home placements, decrease the number of truant kids in the county and decrease the amount of time a family is active with the agency by front loading and maximizing the time the provider is in the home with the family.

The provider will be responsible for measuring and maintaining outcomes for their interventions.

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2011-12 and FY 2012-13.

Response:

N/A

Program Name:	Housing Initiative
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- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2010-11	Y			
New implementation for 2011-12 (did not receive funds in 2010-11)	N			
Funded and delivered services in 2010-11 but not renewing in 2011-12	N			
Requesting funds for 2012-13 (new, continuing or expanding)	Y	New	Continuing	Expanding
				Y

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2011-12; and/or requesting funds for FY 2012-13. Enter the total amount of state and matching local funds.

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2011-12	40,000	+50,000	90,000
FY 2012-13			100,000

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

Response:

Currently, the county is on pace to spend close to \$80,000 in the Housing Initiative.

Complete the following chart for each applicable year.

	0708	0809	0910	1011	1112	1213
Target Population						
# of Referrals			17	119	120	125
# Successfully completing program						
Cost per year			11,911	82,390	90,000	100,000
Per Diem Cost/Program funded amount						
# of MA referrals						
# of Non MA referrals						
Name of provider						

- ❑ Identify three service outcomes the county expects to achieve as a result of providing these services with a primary focus on FY 2012-13. Explain how service outcomes will be measured and the frequency of measurement.

Response:

The county hopes to keep children in their homes, prevent placements, facilitate quicker reunification with their family and keep children within their home school district.

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2011-12 and FY 2012-13.

Response:

There has been no instance of under spending.

Program Name:	Stop Now and Plan (SNAP)
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- ❑ Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2010-11	N			
New implementation for 2011-12 (did not receive funds in 2010-11)	N			
Funded and delivered services in 2010-11 but not renewing in 2011-12	N			
Requesting funds for 2012-13 (new,	Y	New	Continuing	Expanding

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continuing or expanding)		X		
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Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2011-12; and/or requesting funds for FY 2012-13. Enter the total amount of state and matching local funds.

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2011-12			
FY 2012-13			\$288,162

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

Response: N/A

Complete the following for each applicable year.

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

FY 2011-12 (for counties with approved allocations or transfer/shift requests)

Response:

FY 2012-13 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

Service outcomes for the program ensure youth and families enrolled will complete the requirements for successful closure in the SNAP® and include the participation of a minimum of eight (8) SNAP® Children’s Group sessions for the boys or girls and (8) SNAP® Parent’s Group sessions for the parents. 75% of all parents in each cohort of the SNAP® program will complete at least 8 of the 12 parent sessions. 90% of all youth in each cohort of the SNAP® program will complete at least 8 of the 12 parent sessions. This outcome will be documented by youth and parent admission and attendance records/tracking she

There are several treatment/intervention child outcomes that will also be achieved that include:

- evidence of youth improving their emotional regulation by use of the SNAP® self-control and problem solving technique*

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- overall -statistically significant changes on child risk scores across key child risk indicators including antisocial behavior, antisocial attitudes, authority contacts, peer socialization, coping ability, and likeability
- improvement on SNAP® pre-post measures/assessments
- youth will average a 7-point drop in CBCL scores from pre- to post-group

These outcomes will be documented by Case File Notes, Post SNAP® Children Group Evaluations (i.e., Client Satisfaction Questionnaires), Post SNAP® Group Treatment Reviews, # and standardized SNAP® pre/post measures (e.g., CBCL (Child Behavior Check Lists), EARL-20B or EARL-21G).

Treatment/Intervention parent/caregiver outcomes will include:

- Improved child management strategies
- Overall statistically significant changes across key family risk indicators including parenting style, supports, and stressors
- Enhanced problem-solving skills and coping abilities

These outcomes will be documented by Post SNAP® Parent Group Evaluation Reports and/or Client Satisfaction Questionnaires, Case File Notes, Treatment Reviews, pre/post EARL risk assessments and standardized measures (e.g., Parenting Stress Index (PSI), EARL-20B or EARL-21G).

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- Identify the service provider that will perform the service in the county. If the services are to be provided within the existing county structure, please indicate.
- FY 2011-12** (for counties with approved allocations or transfer/shift requests)

Response:

- FY 2012-13** Renewing counties may reply with “same as above” unless a change in provider is expected, which requires further information and justification. .

Response:

Auberle will be the provider of the SNAP™ services in Westmoreland County. With 9 program components for success, the SNAP® For Boys Program and the SNAP® Girls Connection are designed for youth aged 6-11 who are engaging in antisocial behavior and/or have come into contact with the police as a result of their own behavior.

SNAP® (Stop Now And Plan) helps children and parents deal effectively with anger by teaching them how to respond in a way that makes their problems smaller, not bigger. With help and practice, children and parents are able to stop, calm down, and generate positive solutions at the “snap of their fingers.”

Youth and their families may participate in some or all the following program components (based on risk and need) with the goal of preventing future antisocial behavior and reducing the chances of becoming in conflict with the law. The additional components are available for as long as there is an identified need and/or interest from the child and family.

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Core Components: SNAP® For Boys and SNAP® Girls Connection Groups
SNAP® Parent Group

Additional Components: Homework Club/Tutoring
Individual Befriending/Community Connections
School Advocacy/Teacher Support Services
SNAP Parenting: Individualized Family Counseling
Victim Restitution
Access to TAPP-C (The Arson Prevention Program for Children)
Long Term Connections: Continued Care Components

Experienced and highly trained SNAP® staff work together with you to assess the problems and create an action plan.

- ❑ Clearly explain the implementation year budget of FY 2011-12. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.
- ❑ **FY 2011-12** (for counties with approved allocations or transfer/shift requests)

Response:

- ❑ **FY 2012-13** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response:

The first cost is personnel. The developers of the SNAP® program require that the staff is comprised of a multi-disciplinary team of clinicians and professionals trained in a cognitive-behavioral theoretical orientation and knowledgeable about the risk protective and promotive factors pertaining to young children with disruptive behavior problems and their families. If conducting one cohort of the SNAP® program staff compliment will be two full-time Child Workers, and one full time Family Worker. If two cohorts are done, again two full time Child Workers, and one full time Family Worker will be needed. If three cohorts of SNAP® services are being provided staff compliment must be two full time Child Workers, and two full time Family Workers. Also included in all three scenarios would be Fringe Benefits and a percentage of the Manger and Director salaries along with part-time SNAP® Aides salaries.

In order to protect the integrity and fidelity of the SNAP® model, Auberle is required to maintain a SNAP® licensing agreement. This agreement involves ongoing training, consultation, ongoing communication and licensing required to be designated as a SNAP® Affiliate Site. As such Auberle is required to pay an annual SNAP® licensing fee in addition to costs for off-site video reviews of program groups, on-going staff straining, and travel. These are all included in the Start-Up costs of the Budget.

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Lastly, other direct expenses and indirect costs include equipment, group incentives, telecommunications and snacks for the kids, parents, and the siblings in group.

	<u>One Cohort</u> <i>group 7 children 3 X's/year</i>	<u>Two Cohorts</u> <i>group 14 children 3 X's/year</i>	<u>Three Cohorts</u>
Total children/year	21	42	63
Personnel	151,440	153,640	201,780
Start-Up Costs	31,900	31,900	31,900
Other Direct Expenses	<u>87,053</u>	<u>102,610</u>	<u>131,564</u>
TOTAL COST PER COHORT	\$270,393	\$288,150	\$365,244
COST PER FAMILY	\$12,876	\$6,861	\$5,798

NOTE: Because the SNAP® Girls Connection model is different from the boys and provides much more intensive one-on-one services with the girls and their mothers, only one cohort a year can be conducted as per the developers of the program. Therefore, the cost to purchase the girls program would be the cost listed above for one cohort.

If this is a renewal of services delivered in FY 2010-11, answer the following:

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

Response:

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2011-12 and FY 2012-13.

Response:

In prior years Westmoreland County Juvenile Probation has utilized the grant funds for both the Promising Practice PTSD Grants and intend to continue to do so.

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- Please provide an overall summary of how the special grant programs selected under the Special Grants Initiatives (including EBP, PaPP, Housing and ATP) will impact service delivery and child and family outcomes.

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6-3e. State Reintegration Plan

The following questions must be answered for the SRP Initiative by counties requesting funds for FY 2012-2013. Once determined, enter the amount in the “11-12 SGI BDGT RQST” tab in the **Budget Excel file**.

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

- Describe the how the number of youth was determined.

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6-3f. Independent Living Service Grant

- In the table below, place an “X” for the services that will be provided by CCYA during FY 2012-13 (regardless of funding source.) Check as many boxes as apply. Enter the projected total amount of youth that will receive these services (regardless of age, placement status, or disposition.)

Mark “X” in this column	Total Youth	IL Services
X	100	A. Needs Assessment/Case Planning
x	100	B. Life Skills Training
		C. Prevention Services
x	154	Dental/Health
x	154	Drug Abuse Prevention
x	154	Alcohol/Tobacco/Substance
x	154	Safe Sex/Pregnancy
		D. Education
x	36	Vocational Training
x	30	High School Support and Retention
x	12	Preparation for GED
x	35	Assistance in Obtaining Higher Education
		E. Support
x	85	Individual and Group Counseling
x	100	Stipends
x	10	Services for Teen Parents
x	10	Mentoring
		F. Employment
x	85	Job Placement
x	0	Subsidized Employment
x	100	G. Location of Housing
x	20	H. Room and Board
x	5	I. Retreats/Camps
x		J. Indirect Services
x		K. Program Administration

- Enter the county’s total approved budget for FY 2011-12 and budget request for FY 2012-13 IL Services below. Include federal, state and local funds in the total amount. Note: Fiscal information entered in the Narrative Template serves only as an estimate of projected program cost for FY 2012-13. If information entered into the Narrative Template and the Budget Excel File do not match, the Budget Excel File will be deferred to and considered as a final budget.

Transferring of funds will be allowed between IL and SGI state funds. The federal portion of IL funds is restricted to specific service requirements of the Chafee program and may not be shifted outside of the IL program to the SGI. The requests must include detailed justification for the proposed changes.

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Counties that request to shift funds as outlined above must enter the revised amounts in the Budget Excel File in order for the revised amount to be considered final. All transfer requests made should be considered approved unless the county is notified otherwise by the Department.

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change to SGI + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2011-12	\$275,798.00		\$275,798.00
FY 2012-13			\$332,678.00

- ❑ Describe the county’s expenditures history for IL Services for FY 2008-09, 2009-10, 2010-11 and 2011-12. What factors contributed to the successful or unsuccessful spending of grant funds for each year?

2012 -2013

Describe the county’s expenditures history for IL Services for FY 2008-09, 2009-10, 2010-2011 and 2011-2012. What factors contributed to the successful or unsuccessful spending of grant funds for each year?

In FY 2007/2008, the CCYA was granted a total of \$110,573 but only spent \$84,813. During this fiscal year the CCYA refunded the state \$25,760. This fiscal year was unsuccessful due to our contracted service provider, the Greensburg YMCA, deciding mid-year that they could no longer fulfill our signed IL contract. The CCYA provided the services to the youth in the fourth quarter of the fiscal year. Also in this fiscal year, the stipend was decreased from \$1,000.00 per youth to \$750.00 per youth as a way to provide more funds for aftercare services.

In FY 2008/09, the CCYA was granted \$108,262 and spent the entire allotment plus an additional \$5,231.00. This fiscal year was successful due to entering into a new contract with Try-Again Homes, Inc. This organization has an established reputation to provide exceptional IL services. The contracted provider rewrote the life skills curricula and was able to service more youths than the previous contracted provider. The CCYA in collaboration with the contracted provider was able to educate more youth on remaining in agency care to receive their post-secondary education as a result more youth were being served by the grant than previous years.

In FY 2009/10, the CCYA was granted \$225,000 for IL Services. The agency spent this total allotment. An internal change occurred within the county itself. The CCYA became the legal authority over all status offense cases. In the fourth quarter of this fiscal year, the CCYA received the transfer of 42 youth who were previously the responsibility of the JPO. These youth were referred to IL services which increased the number of youth being serviced by Try-Again Homes, Inc.

In FY 2010/2011, the CCYA was granted \$262,850 for IL Services. Approximately \$63,000 of that allotment was not spent. Approximately \$50,000 was unused from the salaries/benefits portion of the budget. This was due to staffing issues Try Again Homes faced over the year. Two caseworkers left and there was a lapse in time in filling those positions. Also a secretary position was vacated and not filled. Approximately \$10,000 remained in the budget from unused

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stipends. Much of this is attributed to youth's underuse of the After Care Program. This is a voluntary program and although youth were reminded periodically of its existence it was still underused. Approximately \$3,000 was unspent for transportation of clients. Although transportation for youth was provided it was not utilized as much as in previous years.

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

As per above the CCYA under spent funding in FY 2010/2011. The CCYA through the County has created a Social Work Supervisor and two, Social Worker 1 positions for FY2012/2013 which will be needed to successfully manage the IL Program. The three positions will total \$178,857.00 for salaries and benefits which is an increase from the previous years \$120,655. The creation of the Social Worker positions will increase the frequency and quality of contacts with IL youth. The creation of the Social Work Supervisor position will ensure closer and more direct supervision and guidance than provided by the contracted provider.

Due to the underuse of the monies identified for After Care Youth the CCYA will designate a larger portion of the \$1000 stipend of each IL youth who remain in care for needs not covered by their daily cost of care. These needs may be for but not necessarily all inclusive, clothing for employment interviews, uniforms for work or school, text books, prom gowns, etc.

Transportation of youth will be provided by our social workers whenever the foster care providers are unable to. The CCYA projects an increase in mileage expenses due to increased contacts with youth. Some of these contacts will involve transportation for job interviews, apartment searches, college tours, applications for various benefits and others.

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

IL Outcomes

Identify and describe three program, or youth, IL outcomes the county plans to address and improve for FY 2012-13 (or earlier, if applicable). Also provide an overall summary of how the delivery of IL Services will ultimately impact these outcomes for youth.

The IL outcomes description must include:

- How and why the outcome was selected;
- Baseline information or how baseline information will be established and when available;
- The source of the data and the collection process or method;
- An explanation of the plan for services delivery to achieve the outcome and what agency(ies) will provide services if not the CCYA; and
- Any other information to support the outcome.

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Outcome 1

The CCYA will increase the number of referrals to Family Group Decision Making for Independent Living youth. During the FY 2010/2011 the agency was able to service with positive results several Independent Living cases through Family Group Decision Making. Youth transitioning out of care were particularly successful. These meetings helped to facilitate supports for the youth once discharged from care, and allowed the agency, providers, and families to all take ownership in the discharge planning and ultimate success of the transitioning youth. During the FY 2012/2013, data from our accounting system can be pulled to determine which youth will be transitioning out of care. These youth will be referred to Family Group Decision Making. The success rate of these referrals will be tracked by our CAPS system.

Outcome 2

The CCYA will increase and document face to face contacts between the IL youth and the county IL worker. The previous contracted provider did not have a data base system in place to monitor their contacts with the youth. The benefit of the CCYA providing this service is that the agency has a centralized data base, the CAPS system, which all contacts will be logged into and monitored. Also the CCYA will increase the amount of face-to-face time with the youths overall for FY 2012-/2013, which will result in an increased quality of services.

Outcome 3

The CCYA will change the way that stipends will be distributed to the youth beginning with the amount. The CCYA will provide IL youth with a \$1000 stipend as opposed to the \$750 previously granted. It came to the attention of CCYA those stipends were an area that was being under spent in the 2010-2011 fiscal year. The previous contracted provider allocated the \$750 stipends in the following manner: \$160 were given to IL youth upon completion of the life skills 8 week group, or upon completion of the assessment packets, and the remaining \$590 was used for aftercare. CCYA was able to determine that there was a significant amount of under spending in regards to the \$590 deemed for aftercare. The use of aftercare monies is dependent upon IL youth taking the initiative to access those monies. Even though the contracted provider advised the IL youth of those funds they were under requested. The CCYA will give youth \$100 upon completion of their needs assessment and \$100 upon successful completion of the IL curriculum. The remainder of the stipend will be used for needs not covered by the daily cost of their care. These needs may be for but not necessarily all inclusive, clothing for employment interviews, uniforms for work or school, text books, prom gowns, etc. This will enable youth to take advantage of a larger amount of their stipend and therefore hopefully this area will not be underutilized as it was during the 2010-2011 fiscal year. The use of this portion of the stipends will be tracked by the purchase orders/receipts that are generated when the youth access that portion of their stipend.

IL Services Narrative

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- If the agency is requesting an increase of funds for FY 2012-13 clearly explain and justify the increased costs.

The CCYA will increase the amount of stipends given to the IL youth from \$750 to \$1000 which will be made more readily available to them. The increase will enable youth to access goods and needs which will facilitate their transition from care.

The CCYA will double the Room and Board funds from \$8000 to \$16000. This is due to increases in the cost of housing, start up costs and the anticipated increase in the number of youth requesting after care services.

The CCYA has created a Social Work Supervisor position and two additional Social Worker 1 positions which will be needed to successfully manage the IL Program. The three positions will total \$178,857 for salaries and benefits which is an increase from the previous years \$120,655. The Social Worker 1 positions will increase the frequency of contacts and the quality of contacts with the youth by virtue of their advanced degrees. The Social Worker Supervisor in turn will provide closer and more direct supervision and guidance than provided by the contracted provider.

The CCYA will increase transportation costs from \$15,000 to \$22,500. Transportation of youth will be provided by our Social Workers whenever the foster care providers are unable to. The CCYA projects an increase in mileage expenses due to the increased contacts with the youth of whom 55% live an hour or more away. Some of these contacts will involve but not be limited to transportation for job interviews, apartment searches, college tours, application for various benefits and other needs.

The CCYA will increase staff development from \$3500 to \$4500. This is due to the additional positions created. These funds will be utilized for trainings, attendance at SWAN conferences, regional IL net working sessions, etc.

- Explain how the county plans to meet the needs of youth who are transitioning from foster care, while in the agency's care, as well as those who have discharged up to age 21.

Each youth at 16 years of age will participate in transitional meetings at six month increments. These meetings consist of the youth, caseworker, supervisor, GAL, foster/adoptive parents, service providers, school officials and the child's parents. These meetings engage the youth in developing an appropriate and feasible transitional plan that includes establishing a permanent residence, a source of income and assurance of a life connection. The youth will also be encouraged to remain in agency custody so that they may continue with post secondary education. Also the foster/adoptive parents are educated on the IL process and utilized as a partner in providing the youth with needed life skills. The foster/adoptive parents and youth will be provided with the Westmoreland Resource Guide for Older Youth as an additional resource.

- Describe how the agency will meet the educational needs of current and former foster youth to include post-secondary education. Identify supports available to assist youth meet their post-secondary education goals and improve retention rates and program completion.

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The agency staff will provide individualized services to the youth. The agency staff will transport the youth to visit college and trade school campuses. The agency staff will assist the youth in completing their college and trade school applications and financial aid packets. The staff will also prepare the youth for school entrance interviews. During group sessions the staff will begin discussions about concerns and anxieties regarding the youth's educational experience and will teach the youth how to handle those anxieties in an appropriate manner. The agency staff will utilize manuals and computer programs to demonstrate how to complete the necessary documentation for higher education. The staff will utilize community resources to help assist the youth in obtaining their GED. The agency staff will work collaboratively with the local school districts in obtaining tutors and mentors for youth struggling in high school and vocational schools.

In addition, the agency will assist youth who live on their own while attending college or a trade school. The agency enters into a contract with the youth who reside in their own apartment or in a college dormitory as a way to establish rules and standards, and in order to provide the youth with a daily stipend. The agency staff will work collaboratively with the youth and school staff to ensure that the youth has all necessary services to be successful in their educational endeavor.

- Describe how support services will be delivered and who will deliver the activities (provider or agency). Include the use of stipends and the total amount planned. Estimate the number of youth who will be referred to the SWAN prime contractor for Child Profile, Child Preparation and Child Specific Recruitment services.

The agency staff will provide the individual and group counseling. They will discuss with the youth educational issues regarding their peers and teachers. The staff will address and provide guidance to the youth who need assistance with career planning and job preparedness. The CCYA will also assist in making all necessary referrals for youth who are in need of therapeutic interventions.

The agency staff will complete all referrals which is projected to be 60 youth for SWAN related services. Every youth will receive a child profile and child prep services upon their entrance into the IL program. These services will be provided on a routine basis.

Services for teen parents will be provided by community resources. The agency staff will assist the teen parents in applying for WIC and will ensure that the youth participate in parenting instruction. The CCYA utilizes community organizations in obtaining furniture and other necessities for their infants.

The agency staff will work collaboratively with the foster/adoptive parents and the agencies that they are certified through to establish in-home curricula so that the youth can practice what they are taught and shown during the life skills instruction. The foster parents will act as additional mentors for the youth.

CCYA requests \$100,000 for stipends for the youth of Westmoreland County. Each youth that completes the life skills instruction will receive a \$1000.00 stipend. The anticipation is 100 youth will complete the life skills instruction course in FY 2012/13. In addition, the CCYA provides assistance for the youth who are in need of security and utility deposits. The CCYA also assists youth who attend trade schools and need assistance with their uniform costs.

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Mentoring has shown to be an effective tool in supporting youth during transitional times. The plan is to have individuals who have recently left care or have chosen to remain in care to receive their post-secondary educations to mentor the youth who are 16 and 17 years old. The CCYA plans on paying a small nominal fee to these young adults to mentor youth who are transitioning. CCYA requests \$1,500.00 for this programming.

- What housing related services, supports (including financial), and planning will be provided to prepare youth for living after foster care discharge and to reduce instances of homelessness.

The individualized services will be provided by the agency staff. The agency staff will be working hands on with the individuals who have not been able to secure a safe and stable residence. The agency staff will assist the youth through the entire process of applying and obtaining public housing and where necessary the use of local realtors. Staff will refer youth to public housing. Staff will assist the youth with the housing application and prepare them for the application interview. Staff will accompany the youth to inspect the housing. Staff will also work with the youth in establishing a budget to ensure that the youth is capable and able to maintain their new residence.

All youth who participate in the life skills group instruction will be provided with a housing curriculum which covers the applying, obtaining and maintaining a permanent residence of their own. This instruction will be provided by our social work staff in FY 2012/13.

Please refer to the following description of the use of Chafee Room and Board Funds regarding financial assistance for youth.

- Describe the agencies projected use of Chafee Room and Board funds for youth who exit foster care after age 18.

The CCYA anticipates on average 20 individuals requesting assistance for their rent or utilities upon leaving agency care. The agency assists with the payment of the security deposit and turning on the basic utilities which is estimated to cost between \$600.00 to \$800.00 per young adult. In addition, due to the "step-down" approach the agency will assist with a portion of the basic utilities until the young adult can assume total responsibility for payment.

Rent and utility assistance is time limited with a "step-down" approach. The first month is paid in full once we confirm that no other resources can be utilized such as community resources. Every month there after will be a decrease of 25% in the amount of financial assistance provided to the youth until the youth is completely responsible for their own rent and utilities. Security deposits are only offered once. Food assistance is provided by enrolling the youth into the food bank system and into other community resources.

- Identify and justify all planned purchases for equipment or assets for use by the agency during FY 2011-12 and FY 2012-13. Prepare this information separately for each year. Include a statement whether the purchase costs are included in the appropriate budget.

NA

6-3g. Information Technology

- Submit a detailed description of the county's current Information Technology Plan. The description should provide answers to the following questions and should include what the county is doing in FY 2011-2012 and planning for FY 2012-2013.

1. Does the county currently have an automated case management system that is sustainable?
 - a. If yes, describe the system and its functionality.
 - b. If no, describe how the county plans to transfer an already existing case management system from another county.

Westmoreland County utilizes the CAPS database system which has been approved by the Department of Public Welfare. Since D.P.W.'s feasibility study has accepted CAPS as a sustainable statewide system, the remainder of the questions have been answered by said study

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

- If the county is requesting funding for ongoing or new development in their FY 2012-2013 ITG, the county must provide the following information:

1. Business Need - describe the business need for the ongoing or new development;
2. High Level Requirements – provide a description of the high level business and technical requirements;
3. Project Cost Proposal – provide the total costs for the development as well as the total estimated project costs if the development is part of a larger project; and

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Cost/Benefit Analysis – provide a cost/benefit analysis that demonstrates the ongoing or new development provides a better return on investment than transfer of an already existing system or component

6-4. Accurint Search Tool

- The following information must be provided for the Accurint Search Tool for FY 2011-12 and to request and justify the number of users needed for FY 2012-2013.

Column Instructions

Column 1

- Provide the number of Accurint users that your county was allotted in FY 2010-11. If you do not know the number of users your county was allotted, please contact the DPW/OCYF Accurint Manager listed in Appendix 7.

Column 2

- Provide the number of Accurint users that your county was allotted in the tentative or final allocations for July 1, 2011 by DPW/OCYF. If the final FY 2011-12 allocations have not been provided by the submission deadline, counties should not create more user ID's than originally assigned in FY 2010-11. If you do not know the number of tentative or final users your county was allocated, please contact the DPW/OCYF Accurint Manager.

Column 3

- Provide the number of additional Accurint users your county needs for FY 2012-13. Before requesting additional users, counties should analyze their current usage. Justification for additional users must include the following:
 - The type of staff selected to use Accurint and the reasons why. Examples of the types of staff may include County Administrator, LSI paralegal, supervisor, JPO, etc.
 - The average monthly number of users who did searches in FY 2010-11.
 - The average monthly number of searches completed by users in FY 2010-11.
 - The total number of searches completed by your county for FY 2010-11.

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

Column 4

- Provide the total number of Accurint users your county would like for FY 2012-13. This number is calculated by adding columns 2 and 3 together.

Column 1	Column 2	Column 3	Column 4
Number of users assigned by DPW for FY 2010-11	Number of users assigned by DPW for FY 2011-12	Number of additional users requested for FY 2012-13	Total number of users requested for FY 2012-13
10	8	0	8

- Provide Justification for Column 2:
In fiscal year 2010-11, 1183 Accurint searches were conducted, a decline of 72 searches from the previous year.

- Provide Justification for Column 3:

No additional users are requested for 2012-13.

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The users currently assigned to Accurint are as follows:

1 County Administrator, 4 Paralegals, 2 Intake Screeners, 1 Assessment Supervisor (2nd shift). The County Administrator conducts searches as needed, collects the data regarding all usage of Accurint, & is responsible for the overall administration of Accurint at the agency. The Paralegals mainly conduct searches for kinship placements & any court related activity conducted by the agency. The Intake Screeners utilize Accurint to locate family members and collateral contacts to assist in the completion of data gathering on families that are referred to the agency. The 2nd shift Assessment Supervisor does all of the above, & is the only Accurint user available from 4pm to 8pm.

Accurint was utilized by 8 of 10 available users in every month of the fiscal year 2010-11.

The average number of searches per month for fiscal year 2010-11 was 98.

The number of searches done throughout the fiscal year 2010-11 was 1183.

Section 7: Required & Additional Language

7-1. Assurances

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

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

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

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

and

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

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

The Assurance of Compliance/Participation Form

The Assurance of Compliance/Review Form provided in this bulletin must be signed by the County Executive or a majority of the County Commissioners, the Juvenile Court Judge(s) or his/her designee, the County Human Services Director, the County Children and Youth Administrator, and the County Chief Juvenile Probation Officer and submitted with the FY 2012-2013 Needs Based Plan and Budget submission.

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

COUNTY: _____

These assurances are applicable as indicated below.

_____ Fiscal Year 2012 - 2013 Children and Youth Needs Based Plan and Budget Estimate and/or the

_____ Fiscal Year 2011 - 2012 Children and Youth Implementation Plan

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

COMMON ASSURANCES

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

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

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

I/We assure:

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

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

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

EXECUTIVE ASSURANCES

In addition to the Common Assurances,

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

COUNTY ASSURANCE OF FINACIAL COMMITMENT AND PARTICIPATION

THE SIGNATURES OF THESE COUNTY OFFICIALS REPRESENTS AN ACKNOWLEDGEMENT OF COUNTY COMMITMENT TO ADHERE TO THE COMMON AND EXECUTIVE ASSURANCES CONTAINED IN THE PRECEEDING PARAGRAPHS AS WELL AS COUNTY COMMITMENT TO PROVIDE THE LOCAL FUNDS SPECIFIED IN THE PLAN AS NECESSARY TO OBTAIN THE MATCHING STATE AND FEDERAL FUNDS BASED ON THE COUNTY'S PROPOSAL. THE LOCAL FUND COMMITMENT AS PROVIDED IN THE COUNTY'S PROPOSAL TOTAL \$7,415,714.00.

Signature(s)

County Executive/Mayor

_____	_____	_____
Name	Signature	Date

County Commissioners

_____	_____	_____
Name	Signature	Date

_____	_____	_____
Name	Signature	Date

_____	_____	_____
Name	Signature	Date