

Child and Family Services Plan (CFSP) - Tribal Checklist for FY 2010
(Based on ACYF-CB-PI 09-07)

Applications are due JUNE 30, 2009; no exceptions. By this date, please:

- E-mail your CFSP (in Word) to the Regional Office Program Manager (or mail a copy on a disk).**
- E-mail your signed CFS-101s (in .pdf format) to the Regional Office Program Manager).**
- E-mail your signed Certifications and Assurances (in .pdf format) to the Regional Office Program Manager.**

The Final Report for the FY 2005-2009 CFSP and the new CFSP for FYs 2010- FY 2014 must include all of the following items. Missing or incomplete information will result in the withholding of funds for the programs affected, until such time as approval can be granted by the Administration for Children and Families.

√	REQUIREMENTS (Includes Page Number Where Located in the PI)	Comments/Location (Page #) in Tribal Final Report/CFSP
	If needed, submit revised CFS-101 Part I for FFY 2009 (to adjust amounts to reflect a final grant award higher than the previously approved amount or to relinquish funds or request reallocated funds).	
	CFS-101 Parts I & II for FY 2010 (IV-B 1 & 2) with signature of Tribal official (Page 16 and Attachment D)	
	CFS-101 Part III to include the actual amount of IVB funds expended in FY 07, estimated number of individuals and families served, and geographic services area. Tribes must track annual IVB expenditures, including admin costs. Requires signature of Tribal official. (Page 16 and Attachment D)	
	Signed Assurances (Page 12 and Attachment C)	
Final Report for CFSP for FYs 2005-2009 Address title IV-B subparts 1 and/or 2, as applicable, for the FYs the Tribe received funding		
	Describe the specific accomplishments and progress made toward meeting each goal and objective in the CFSP including information on outcomes for children and families and information on the child and family services continuum. Incorporate baseline data and information gathered through reviews. (Page 6)	

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	Address barriers or unexpected events that may have had an impact on the accomplishment of the goals and objectives. (Page 7)	
	Specify any additions or changes in services or program design due to the Tribe's own evaluation that the Tribe found particularly effective or ineffective. (Page 7)	
CFSP for FYs 2010-2014 May include title IV-B, subparts 1 and/or 2.		
	Name of Tribal agency that will administer the title IV-B program(s) (and, if applicable, CFCIP and ETV programs) under the plan and a description of the organization, its function and the organizational unit responsible for the plan and the organizational chart. (Page 8).	
	Vision Statement: Provide the Tribe's vision philosophy of providing child and family services and developing or improving a coordinated services delivery system. (Page 8)	
	Goals: Specify goals to be accomplished during the 5-year plan. Goals must be expressed in terms of improved outcomes for the safety, permanency and well-being of children and families and a more comprehensive, coordinated, and effective child and family service delivery system. (Page 8)	
	Objectives: Provide long-term and interim benchmarks for achieving positive outcomes for children, youth, and/or their families or on elements of service delivery linked to outcomes. Objectives must be realistic, specific, quantifiable and measurable. (Page 8)	
	Measures of progress: Describe the methods to be used in measuring the results, accomplishments, and annual progress toward meeting the goals and objectives, especially the outcomes for children, youth and families. (Page 8)	
	Consultation and Coordination: Discuss the approach to include, and the involvement of, stakeholders, including families and youth, as well as States and other Federally-funded programs. (Page 9)	
	Service Description: Describe the services the Tribe plans to provide under title IV-B, subpart 1 and under each category in title IV-B, subpart 2: family preservation; family support; time-limited family reunification; and adoption promotion and support services. Applies to Tribes applying for title IV-B subpart 2. Provide the estimated expenditures for the described services on the CFS-101. (Page 9)	

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	<p>Health care services:</p> <ol style="list-style-type: none"> 1. Describe how the Tribe actively involves and consults physicians or other appropriate medical professionals in assessing the health and well-being of foster children and in determining appropriate medical treatment. 2. Also describe how the Tribe will ensure a coordinated strategy to identify and respond to the health care needs of children in foster care placements, including mental health and dental health needs. Submit a copy of the Health Care Services Plan with the CFSP. <p>(Pages 9-10)</p>	
	<p>Consultation with States: Describe the Tribe's consultations with States relating to delivery of child welfare services and compliance with the Indian Child Welfare Act (ICWA). Provide a description as to who is responsible for providing child welfare services and protections delineated at Section 422(b)(8) of the Act to Tribal children, whether they are in State or Tribal care and responsibility.</p> <p>(Pages 10-11)</p>	
	<p>Disaster plans: Review and update Tribal disaster plans for programs assisted under title IV-B, subparts 1 and 2, or title IV-E in the event of a disaster. Submit a copy of the Disaster Plan. (Page 11)</p>	
	<p>Program Support: Discuss any child and family program's research or evaluation activities that the Tribe is conducting or planning to conduct. Describe any management information systems and quality assurance systems to be implemented or updated. (Page 11)</p>	
	<p>Training: Discuss the Tribe's child welfare services staff development and training plan in support of the goals and objectives of the CFSP which addresses the title IV-B programs covered by the plan. (Page 11)</p>	

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	Technical assistance: Discuss any technical assistance that the Tribe anticipates requesting from the CB's Training and Technical Assistance network as it implements current or new Federal requirements. (Page 12)	
	Plan availability: The Tribe must make the CFSP available to interested parties. The plan must describe how the CFSP will be made available. States and Tribes are to share their plans with each other. (Page 12)	
	Assurances: Tribes are to submit the assurances and certifications necessary for plan approval for each program for which the Tribe is applying for funds. Tribes are to submit with the CFSP the pages of Attachment C, signed by the appropriate Tribal official, for each applicable program. (Page 12)	
	Certification of Population Count: Title IV-B funds are allotted to Tribes based on the number of children under the age of 21 as reflected in Census Bureau data, unless a Tribe has certified an alternative number that has been approved by the CB Regional Office. Tribes wishing to update their certification numbers to reflect the number of children under age 21 in their populations must complete and submit the form found at Attachment G of the PI. This certification must be signed by the Tribal enrollment officer and the Tribal president/chairperson. (Page 12 and Attachment G.) (Page 12)	

<p>Chafee Foster Care Independence and Education (CFCIP) and Education Training Vouchers (ETV) The option to apply for CFCIP or ETV funds in FY 2010 is limited to Tribes with a title IV-E Tribal/State cooperative agreement or contract. Each Tribe interested should contact their Regional Office as soon as possible regarding the approximate amount to which it would be entitled. This section applies only to those Tribes interested in direct funding for CFCIP and/or ETV.</p>	
	<p>Requirements for Tribes applying for direct funding:</p> <ul style="list-style-type: none"> ✓ Describe CFCIP and/or ETV services to be provided in FY2010; ✓ Identify the Tribal agency or agencies that will administer, supervise or oversee the programs; ✓ Sign the Certifications (found at Attachment C); and ✓ Provide a statement that the Tribal agency will cooperate in national evaluations of the effect of the programs in achieving the purposes of CFCIP. <p>(Page 13)</p>
	<p>Description of Program Design and Delivery: Address how the Tribe will design and conduct programs to achieve the purposes of sections 477(b)(2)(A) and 477(a)(1-7) of the Act. (Page 14)</p>
	<p>Serving Youth of Various Ages and States of Achieving Independence: Describe how youth of various ages and at various states of achieving independence are to be served. Describe specific age groups and information including room and board and Medicaid coverage. Tribes are required to certify that no more than 30 percent of their allotment of Federal funds will be expended for room and board for youth who left foster care because they attained 18 years of age but have not yet attained 21 years of age. The Tribe must have developed a reasonable definition of “room and board” and provide the definition in the CFSP. Also include a description of the approach(es) being used to make room and board available to youth ages 18 through 20. (Page 14) NOTE: This information is not required for Tribes applying for ETV funding only.</p>
	<p>Education and Training Vouchers program: Describe how the Tribe will operate the voucher program efficiently and provide assurance that the Tribe will comply with the specified conditions. (Page 15 and Attachment C)</p>

	<p>Consultation and Collaboration: Describe the consultation process regarding the CFCIP and ETV programs with each State for which a portion of an allotment would be redirected to each Tribe. In particular, describe: the determination of eligibility for benefits and services of Indian children to be serviced; and the process for consulting with the State in order to ensure the continuity of benefits and services for such children who will transition from the State program to the Tribal program (Page 15)</p>	
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