

Annual Progress & Services Report (APSR) - Tribal Checklist for FY 2008
(Based on PI 07-07)

Applications are due JUNE 30th, 2007 – no exceptions. By this date, please:

- ❖ Email your APSR to the Regional Office Program Manager *(or mail a copy on a disk) and*
- ❖ Mail your signed, original CFS-101s to the Regional Office Program Manager *(or email a PDF file).*

The APSR 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
	CFS-101 Parts I & II for FY 2008 (IV-B 1 & 2) <i>(Page 10 and Attachment C)</i>
	CFS-101 Part III to include the actual amount of IVB funds expended in FY 05, estimated number of individuals or families served, and geographic services area. Tribes must track annual IVB expenditures, including admin costs. <i>(Page 11 and Attachment C)</i>
	Revised CFS-101 Parts I & II for FY 2007 <i>(by March 30, 2007)</i> <i>(Page 10)</i>
	SF-269 financial report(s) for annual expenditures under IVB 1 & 2 <i>(by Dec 31)</i> <i>(Page 11)</i>
	Signed Assurances re: 10% admin limit on IV-B 1 <i>(Page 6 and Attachment D)</i>
1) Service Description- for Title IV-B subpart 1 and/or subpart 2	
	a) A report on the specific accomplishments and progress achieved toward meeting each goal and objective, including improved outcomes for children and families, and a more comprehensive, coordinated, effective services continuum. <i>(Page 7)</i>

√	REQUIREMENTS
	b) Describe the steps the Tribal agency will take to expand and strengthen the range of existing services and develop and implement services to improve child outcomes. Planned activities, new strategies for improvement, and methods to measure progress in the upcoming year <i>(Page 7)</i>
	c) Explain any revisions to existing goals and objectives, and, if appropriate, update the goals and objectives to incorporate any new goals or objectives under the new purpose of title IVB subpart 1 <i>(Page 7)</i>
	d) Describe the services to be provided in FY2008, under Title IV-B 1 and/or Title IV-B 2, highlighting any changes or additions in services or program design and how the services will achieve program purposes. <i>(Page 7)</i>
	e) Report the population to be served, geographic areas where services will be available, and the estimated number of individuals/families to be served. <i>(Page 7, Attachment C)</i>
	f) Indicate if there are no planned changes to the program. <i>(Page 7)</i>
	g) Healthy Marriages, Fatherhood, Youth Development, Rural, and Faith-Based and Community Initiatives. Describe services provided using only IV-B funds during FY07 that support the initiatives; how they are improving outcomes for children; who is providing the service, and services to be provided in FY08. <i>(Page 7)</i>
	h) Describe standards for the content and frequency of caseworker visits for children in foster care <i>(Page 5)</i>
2) Collaboration	
	a) Describe activities in the ongoing process of coordination and collaboration efforts conducted across entire spectrum of the child and family service delivery system. This should include stakeholder or partner involvement in the review of progress made and updates <i>(Page 7)</i>
	b) Update the Tribe's description of substantial, ongoing and meaningful collaboration between the child welfare agency and the State or Tribal courts, as appropriate, with regard to the development of the APSR <i>(Page 7)</i>

√	REQUIREMENTS
3) Program Support	
	a) Describe the Tribe's CW services staff development and training plans. <i>(Page 8)</i>
	b) Discuss any technical assistance that the Tribe anticipates. <i>(Page 8)</i>
	c) Discuss the research, evaluation, management information systems and quality assurance systems that will be updated or implemented in the upcoming fiscal year. Specify any additions or changes in services or program design that the Tribe has found particularly effective or ineffective <i>(Page 8)</i>
4. Consultation with States	
	a) Provide an update regarding Tribal consultation with the State regarding Indian Child Welfare Act concerns (Sec 422(b)(9)) <i>(Page 8)</i>
	b) Provide a description of the understanding, gathered from State/Tribal consultation, as to who is responsible for providing the protections for Tribal children delineated at section 422(b)(8) of the Act, whether in State or Tribal custody, including: Provisions requiring policies/procedures for children abandoned at or shortly after birth; and Procedural safeguards to ensure that courts conducting permanency hearings consult with youth in an age-appropriate manner. <i>(Page 8)</i>
	c) Describe how the Tribe has been consulted about the programs to be carried out under the Chaffee Foster Care Independence Act (CFCIP) and the results of the consultation as it relates to for Indian youth in care) <i>(Page 8)</i>
5. Consultations with Physicians or Appropriate Medical Professionals	
	Describe how the Tribe agency actively consults with and involves physicians or other appropriate medical professionals in assessing the health and well-being of foster children and determining appropriate medical treatment. <i>(Page 9)</i>
6. Disaster Plans	

√	REQUIREMENTS
	<p>The Tribe must submit their procedures describing how the Tribe would respond to a disaster in accordance with the following criteria for programs funded by Title IV-B 1 and 2: Identify, locate and continue availability of services for children under Tribal care or supervision who are displaced or adversely affected by a disaster; Respond to new child welfare cases in areas adversely affected by a disaster and provide services in those cases; Remain in communication with caseworkers and other essential child welfare personnel displaced because of a disaster; and Preserve essential program records, coordinate services, share information with States and other Tribes; <i>(Page 10)</i></p>

Additional Title IV-B subpart 2 funds became available for FY 2007 due to the Child and Family Services Improvement Act of 2006. In order to receive these additional funds, eligible Tribes need to submit the following:

For Tribes eligible for Title IV-B 2 for FY 2007:		
Those Tribes who:	Requirements	Due Date
Already submitted a plan for Title IV-B subpart 2 for FY 2007	<ol style="list-style-type: none"> 1. CFS-101 parts 1 and 2 for FY 2007, with revised allotment amounts 2. Update the APSR to detail the activities and services to be provided with the additional funds 	March 30, 2007
Are newly eligible or did not apply for FY 2007	<ol style="list-style-type: none"> 1. CFS-101 parts 1 and 2 for FY 2007 and FY 2008 2. Submit a complete CFSP for FY 2007-2009 	June 8, 2007

***** Please note:** *This checklist was developed by Region 10 to help Tribes ensure their APSR submittal includes all required elements. Items on the checklist have been shortened - see the PI for a complete description. A cite of the location for the item in the PI is provided in bold italics.****