

<h1 style="margin: 0;">ACF</h1> <p style="margin: 0;">Administration for Children and Families</p>	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Administration on Children, Youth and Families	
	1. Log No: ACYF-CB-PI-04-02	2. Issuance Date: February 2, 2004
	3. Originating Office: Children's Bureau	
	4. Key Words: Title IV-B Child and Family Services Tribal Plan	

PROGRAM INSTRUCTION

TO: Indian Tribes or Indian Tribal Organizations Administering or Supervising the Administration of Title IV-B, subparts 1 and/or 2, of the Social Security Act

SUBJECT: June 30, 2004 Submission of: (1) the Child and Family Services Plan (CFSP) Final Report required for title IV-B of the Social Security Act (the Act); (2) the fiscal years (FYs) 2005 - 2009 Child and Family Services Plan for Child Welfare Services and Promoting Safe and Stable Families Programs, and (3) the CFS-101, Parts I and II, Annual Budget Request and Annual Summary of Child and Family Services.

LEGAL AND RELATED REFERENCES: Title IV-B, subparts 1 and 2; 45 CFR 1357; Indian Child Welfare Act.

PURPOSE: This Program Instruction (PI) provides guidance to Tribes on actions they are required to take in order to receive their allotments for fiscal year 2005 (subject to the availability of appropriations) authorized under title IV-B, subparts 1 and/or 2. The final allocations for these programs for FY 2004 are attached. (See Attachment A.) The amounts for the title IV-B and other discretionary programs in the FY 2004 appropriation bill were reduced by a statutory across-the-board reduction of .59%, resulting in slightly fewer dollars to distribute.

In order to receive funds for FY 2005, Tribes must develop and submit, by June 30, 2004:

- A final report for FYs 2000-2004 on services provided under the CFSP
- A five-year Child and Family Services Plan for FYs 2005-2009 integrating the Tribe's title IV-B, subparts 1 and/or 2,
- The CFS-101, Parts I and II.

BACKGROUND: Since the CFSP process began in 1994 there have been two complete five-year plan cycles (FYs 1995 through 1999 and FYs 2000-2004). The next CFSP is due June 30, 2004 for FYs 2005-2009.

A primary purpose of the plan is to integrate programs that serve children and families under title IV-B, subparts 1 and/or 2 of the Social Security Act (the Act), into a continuum of services for Tribal children and their families. Tribes should plan comprehensively for the full array of child welfare services, from prevention and protection through permanency.

Federal regulations at 45 CFR 1357 specify when they apply to Tribes. These regulations refer to numerous plan consolidation requirements and timelines that were useful at the introduction of the plan integration concept, but have since passed. The obsolete regulations and other variances in the current law and regulations are listed at Attachment B. The required elements of the comprehensive five-year Tribal CFSP, the annual report of progress and the final report on the progress made toward accomplishing the goals and objectives in the CFSP, however continue to be applicable.

Throughout these ten years, the Children's Bureau has utilized the Program Instruction (PI) method of informing and instructing Tribes regarding the CFSP and the programs involved. A review of these documents may be useful in preparing the next CFSP. Attachment C lists the earlier PIs and provides a brief description of what has been emphasized in each. These PIs can be found on the internet at www.acf.hhs.gov/programs/cb/laws/index.htm#policy

Child and Family Service Plan

After each five-year plan, Tribes must base the development of the next five-year plan on a final review of the accomplishments and identified needs from the previous five-year plan, including any new information. The goals and objectives of the plan should continue to address the following areas:

- the well-being of children and families;
- the needs of children and families; and
- the nature, scope, and adequacy of existing child and family and related social services.

The Children's Bureau recognizes that preparation of the CFSP is a long-term process. We presume that Tribes are well into the process of preparing the CFSP, which begins with updating the agency vision, assessing the state of child welfare services, and consulting/coordinating, and joint planning for the CFSP. The Children's Bureau provided the ACF Regional Offices with a document "Preparing for the FY 2005-2009 Child and Family Services Plan" to be shared with Tribes in anticipation of this PI. This information is located at Attachment D. Please refer to that piece for more specific assistance on the beginning phases of the CFSP process.

The Tribe has numerous opportunities to interact with the State for the benefit of Tribal children. As a requirement, States must specifically include Tribes in their collaboration/coordination activities in the State CFSP and are encouraged to include Tribes in the State Child and Family Services Review (CFSR) process. The State must

provide a description, developed in consultation with Indian Tribes in the State, of the specific measures the State uses to comply with the Indian Child Welfare Act. In addition, the State CFSP must describe the arrangements, jointly developed with the Indian Tribes within its borders, made for the provision of the child welfare services and protections in section 422(b)(10) to Indian children under both State and Tribal jurisdiction. Further, under the Chafee Foster Care Independence Act, States must certify that “each Indian tribe in the State has been consulted about the programs to be carried out under the plan; there have been efforts to coordinate the programs with such tribes; and benefits and services under the programs will be made available to Indian youth in the State on the same basis as to other youth in the State” [Section 477(b)(3)(G)]. State agencies and Tribes must also exchange copies of CFSPs and APSRs. Tribes are encouraged to take advantage of these consultation requirements to assure that Tribal children receive the benefits of State/Tribal cooperation.

INSTRUCTION: This section describes the requirements Tribes must meet to receive their allotments for title IV-B funds.

For FY 2005: The final report, the FY 2005-2009 CFSP, and the CFS-101, Parts I and II for FY 2005 must be submitted to ACF by June 30, 2004. The final report and the five-year CFSP must meet the requirements of 45 CFR 1357 and title IV-B, subparts 1 and 2 of the Act.

For FY 2004: If the Tribe has not requested the funds it has been allocated on the CFS-101, Part I for FY 2004 by June 30, 2004, its title IV-B funds for FY 2004 will be reallocated.

A. Final Report for Fiscal Years 2000-2004 for the CFSP

Each Tribe must conduct a review of the progress made toward accomplishing the goals and objectives in the CFSP. When conducting the final review, the Tribe must involve the agencies, organizations, and individuals that are a part of the on going CFSP-related consultation and coordination process. The final report may be submitted in the format of the Tribe’s choice.

The final report must include the progress made on the goals and objectives for FYs 2000-2004, as follows:

- a) A description of the specific accomplishments and progress made toward meeting each goal and objective in the Tribe’s CFSP, including information on outcomes for children and families, and a more comprehensive, coordinated, effective child and family services continuum. In describing the accomplishments and progress in the final report, Tribes should incorporate their baseline data and information and the CFSP annual reviews conducted as required by the Annual Program and Services Report (APSR). The final report should address barriers, unexpected events, etc. that may have had an impact on the accomplishment of the plan’s goals and objectives.
- b) Any other information the Tribe wishes to include.

The final report must also be made available to the public.

B. Five-Year Child and Family Services Plan

Development of the new CFSP continues the Tribes' opportunity to implement a system of coordinated, integrated, culturally relevant, family-focused services. Tribes should review the service principles at 45 CFR 1355.25. The process of coordination and collaboration implemented during the previous plan development, and continued annually for the Annual Progress and Services Report (APSR), should be continued in the development of the CFSP for FYs 2005 – 2009. The initial baseline information, as updated in each APSR, must serve as a basis for the development of the Tribe's CFSP vision, goals, objectives, funding, and service decisions. The development of the CFSP for FYs 2005-2009 must be based on information in the final report for FYs 2000-2004, and meet the requirements of the Child and Family Services Plan.

Tribes must provide the following information in the CFSP:

1. Tribal agency administering the programs: Tribes must identify the Tribal agency that will administer the title IV-B programs under the plan. The CFSP must include a description of the organization and function of the office responsible for the operation and administration of the CFSP, an organizational chart of that office, and a description of how that office relates to Tribal and other offices operating or administering services programs within the Tribe's service area.
2. Child and Family Services Continuum: Tribes must describe the child and family services continuum including child abuse and neglect prevention, intervention, and treatment services and foster care. Tribes must explain how its services will be linked to, coordinated with, or integrated into other services in the child and family services continuum.
3. Consultation process: The Tribe must describe the consultation process used to obtain the active involvement of those providing child and family services within the Tribes area of jurisdiction. The consultation must involve: all appropriate offices and agencies within the service delivery area, State or county child welfare directors or representatives, both public and private non-profit agencies, parents, representatives of agencies administering Federal and federally assisted programs such as Head Start, schools, maternal and child health programs, etc.
4. Service Description: Tribes must describe the services (including child abuse and neglect prevention, intervention, treatment services and foster care) and the family support/preservation services they provide. The description must include services currently available to families and children; the extent to which each service is available and being provided in different geographic areas and to different types of families; and important gaps in service, including mismatches between available services and family needs as identified through baseline data and the consultation process. Tribes must describe how services will be coordinated with services or benefits under Federal and federally assisted programs serving the same population.

5. Estimated expenditures for above services: Tribes must provide the estimated expenditures for the described services.
6. Assurances: Tribes are to submit the assurances located at Attachment E and submit them with the CFSP or include the assurances as part of the CFSP narrative.
7. Plan availability: The Tribe must make the CFSP available to interested parties. The plan must describe how the CFSP will be made available. Also, State agencies and Tribes must exchange copies of their CFSPs and their APSRs.

CURRENT EXECUTIVE INITIATIVES:

The Bush Administration has developed several major initiatives in areas that it feels will benefit children, adults, and society. The Department's Healthy Marriages, Responsible Fatherhood, Youth Development, Rural, and Faith-based and Community initiatives are consistent with the overall goals of the safety, permanency and well-being of children. In past PIs we have emphasized these initiatives, giving particular attention to the healthy marriage initiative. Attachment C refers to the prior PIs with information on the initiatives. We encourage Tribes to propose creative approaches to achieving the goals of these initiatives in the context of the child welfare system and to describe current and future activities associated with these initiatives.

SUBMITTALS:

In summary of the above instructions, Tribes must submit to their ACF Regional Office, by June 30, 2004:

- an original and one copy of the final report;
- an original and one copy of the CFSP;
- the CFS-101, Parts I and II for FY 2004, applicable if the Tribe has been allotted and requests, more than its current request for funds indicates
- the CFS-101, Parts I and II for FY 2005;
- Certifications and Assurances as applicable

Tribes may submit the documents as a paper copy, or at their option, on a 3.5 diskette, or as an attachment to an e-mail to the Regional Office. If a Tribe chooses to submit electronically, a paper copy of the original signed CFS-101 is still required. The Regional Office will forward a copy of the approved CFS-101 to the ACF Central Office.

Financial Status Reports (SF-269)

Tribes are required to submit the SF-269 fiscal report for expenditures under each subpart of title IV-B at the end of each 12 months (October 1-September 30) of the two-year expenditure period. The SF-269 fiscal report covering the first 12-month budget period is the interim report and the report covering the entire grant period is the final report. Both

reports are due 90 days after the end of the fiscal year (December 31). The required 25 percent Tribal match must be reported on the final fiscal report. Funds under title IV-B must be expended by September 30 of the fiscal year following the fiscal year in which the funds were awarded.

Since the discretionary funds under title IV-B, subpart 2 are to be expended for the same purposes as the mandatory funds, no separate reporting is required to distinguish between the expenditure of the two amounts. Grantees are to report the cumulative amount on the financial status report (SF-269). Funds reported as unobligated on the final financial status report will be recouped from the discretionary amount first.

Submit the original SF-269 to your ACF Regional Office and a copy to the following address:

Division of Mandatory Grants
Office of Administration
Administration for Children and Families
370 L'Enfant Promenade, S.W.
Washington, D.C. 20447

A negative grant award will recoup unobligated and/or unliquidated funds reported on the final financial status report (SF-269). Tribes must report their match on the final SF-269 also in order to avoid a negative award issuance toward the funds claimed.

We would like to stress the importance of filing the CFS-101 and the subsequent SF-269 with the Regional Office. These forms are essential to the financial management of the program. Funds cannot be disbursed without a correct CFS-101. Likewise, funding will be withheld or withdrawn if the SF-269 is not submitted or is submitted incorrectly. Please work with your Regional Office to assure that the Tribe is timely and accurate in its form submission.

PAPERWORK REDUCTION ACT:

Under the Paperwork Reduction Act of 1995 (Public Law 104-13), an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB Control Number. The Control Number for this OMB approved information collection is 0980-0047.

INQUIRIES TO: ACF Regional Offices

/s/
Joan E. Ohl
Commissioner
Administration on Children,
Youth and Families

ATTACHMENTS

Attachment A: FY 2004 Final Tribal Allocations for title IV-B, subparts 1 and 2

Attachment B: Current Variances in Title IV-B Provisions of Law and Regulation

Attachment C: PI Guidance Grid

Attachment D: Preparing for the FY 2005-2009 Child and Family Services Plan

Attachment E: Tribal Certifications and Assurances

Attachment F: CFS 101, Parts I and II

Attachment G: Regional Administrators

Promoting Safe and Stable Families (PSSF)**FY 2004 Allocations**

TRIBE	ALLOCATION	TRIBE	ALLOCATION
AK Artic Slope	\$26,512	ID Shoshone-Bannock(Fort Hall)	\$17,538
AK Assoc Vil Coun Pres	106,024	MI Grand Traverse of Ottawa &	14,282
AK Bristol Bay	27,185	MI Sault St. Marie Chippewa	94,678
AK Cook Inlet	109,258	MN Leech Lake Chippewa	24,028
AK Kawerak	45,860	MN Mille Lacs Band of Ojibwe	15,375
AK Kodiak Area Native Assoc.	16,048	MN Red Lake Chippewa	29,194
AK Maniilaq Assoc	36,489	MN White Earth Chippewa	17,141
AK Tanana Chiefs	51,964	MS Mississippi Choctaw	50,727
AK Tlingit-Haida	50,728	MT Assiniboine Sioux (Ft Peck)	55,507
AZ Colorado River	15,110	MT Blackfeet	55,429
AZ Gila River	55,783	MT Chippewa Cree	14,757
AZ Hopi	44,878	MT Crow Tribe	26,832
AZ Navajo	943,304	MT Ft. Belknap	19,702
AZ Pascua Yaqui	45,143	MT Northern Cheyenne	22,615
AZ Salt River	36,556	MT Salish Kootenai	34,271
AZ San Carlos Apache	48,939	NC Eastern Band Cherokee	53,145
AZ Tohono O'odham	47,218	ND Spirit Lake	20,198
AZ White Mt Apache	65,495	ND Standing Rock Sioux	32,957
CA Hoopa Valley Tribal Council	11,534	ND Three Affiliated Tribes(Ft Berthold)	21,103
CA Yurok	17,770	ND Turtle Mt. Chippewa	41,931
ID Nez Perce Tribe	11,755	NE Omaha	14,823
NM Acoma	17,174	OK Seminole	48,498
NM Isleta	16,026	OK United Keetoowah Band of Cherokee	16,026
NM Jemez	12,649	OK Wichita and Affiliated Tribes	11,953

NM Jicarilla Apache	\$12,616	OR Confederated Tribes of Sile	\$11,722
NM Laguna	31,710	OR Grand Ronde Confederated Tribes	21,236
NM Mescalero Apache	21,114	OR Warm Springs	21,247
NM San Felipe	16,688	SD Cheyenne River Sioux	51,688
NM Santo Domingo	15,055	SD Crow Creek Sioux Tribe	10,640
NM Zuni	40,143	SD Oglala Sioux(Pine Ridge)	82,868
NY Seneca	15,320	SD Rosebud Sioux	52,803
NY St. Regis Mohawk Tribe	11,313	SD Sisseton-Wahpeton Sioux	20,971
OK Absentee Shawnee Tribe	10,596	SD Yankton Sioux	28,057
OK Caddo Tribe	13,223	UT Ute-Uintah & Ouray	14,006
OK Cherokee	681,334	WA TULALIP	19,668
OK Cheyenne-Arapaho	36,114	WA Colville	35,684
OK Chickasaw	108,960	WA Lummi Tribe	23,863
OK Choctaw	405,952	WA Puyallup Tribe of Indians	17,119
OK Citizen-Potawatomi	52,317	WA Yakama	38,476
OK Comanche	29,977	WI Bad River	19,249
OK Kiowa	25,220	WI Ho-Chunk Nation	18,830
OK Muscogee (Creek) Nation	226,320	WI Lac Courte Oreilles	10,563
OK Osage	29,580	WI Menominee	28,498
OK Pawnee	10,000	WI Oneida	15,574
OK Sac-Fox	24,470	WY Shoshone-Arapahoe(Wind River)	54,690
OR Klamath Tribe	10,077		
		TOTAL	\$5,037,663

**Title IV-B, Subpart 1 - Child Welfare Services
Tribal Child Population and Federal Share of Funds
Fiscal Year (FY) 2004 Allotments**

		Pop. Under 21 **	State \$/Ch x 3	Allotment
Alabama	Poarch Creek	57	11.88	677
Alaska	Aleutian/Pribilof Islands Association	1,145	10.65	12,194
	* Akutan	64		
	* Atka	60		
	* Belkofski	27		
	* False Pass	23		
	* King Cove	234		
	* Pauloff Harbor	21		
	* Qagan Tayagungin Tribe of Sand Point	195		
	* St. George	66		
	* St. Paul	280		
	* Unalaska	120		
	* Unga	23		
	* Nikolski	9		
	* Nelson Lagoon	23		
	Arctic Slope Native Association	2,402	10.65	25,581
	Native Village of Barrow			
	Nuiqsut			
	Anaktuvuk Pass			
	Point Hope			
	Atqasuk			
	Point Lay			
	Kaktovik			
	Wainwright			
	Association of Village Council Presidents	9,606	10.65	102,304
	Bethel (Orutsaramuit)	1,524	10.65	16,231
	* Chevak	525		
	* Kwinhagak (Quinhagak)	227		
	* Tuluksak	252		
	Akiachak Native Community			
	Akiak	Georgetown	Marshall	Red Devil
	Alakanuk	Goodnews Bay	Mekoryuk	Russian Mission
	Algaacig (St. Mary's)	Hamilton	Napaimute	Scammon Bay
	Andreafsky	Hooper Bay	Napakiak	Sheldon Point
	Aniak	Kalskag	Napaskiak	Sleetmute
	Asa'Carsarmiut (Mtn. Village)	Kasigluk	Newtok	St. Mary's
	Atmautluak	Kipnuk	Nightmute	Stony River
	Bill Moore's	Kongiganak	Nunam Iqua	Toksook Bay
	Chefornak	Kotlik	Nunapitchuk	Tuntutuliak
	Chuatbaluk	Kuigpagmiut	Ohogamiut	Tununak
	Chulloonawick	Kwethluk	Oscarville	Umkumiut
	Crooked Creek	Kwigillingok	Paimiut	
	Eek	Lime Village	Pilot Station	
	Emmonak	Lower Kalskag	Pitkas Point	

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

Alaska			Pop.	State \$/Ch	Allotment
			Under 21 **	x 3	
	Bristol Bay Native Association		2,463	10.65	26,231
	* Ugashik		18		
	Aleknagik	Kanatak			
	Chignik	Igiugig			
	Chignik Lagoon	Iliamna			
	Chignik Lake	Ivanof Bay			
	Clark's Point	Kokhanok			
	Curyung	Levelock			
	Dillingham	Manokotak			
	Egegik	Naknek			
	Ekuk	New Koliganek			
	Ekwok	New Stuyahok			
	Central Council Tlingit & Haida Tribes		4,596	10.65	48,947
	*Chilkat (Klukwan)		77		
	*Hoonah		284		
	*Kake		216		
	*Ketchikan Indian Corporation		1,542	10.65	16,422
	*Metlakatla (Annette Island Reserve)		845	10.65	8,999
	*Sitka Tribe of Alaska		603	10.65	6,422
	Angoon				
	Chilkoot (Haines)	Klawock			
	Craig	Petersburg Indian Community			
	Douglass	Saxman			
	Hydaburg	Wrangell			
	Kasaan	Yakutat			
	*Chugachmiut		610	10.65	6,497
	* Eyak		174		
	* Nanwalek		117		
	Chenega				
	Port Graham				
	Tatitlek				
	Cook Inlet Tribal Council		9,899	10.65	105,424
	Chickaloon	Ninilchik			
	Eklutna	Salamatof			
	Kenaitze	Seldovia			
	Knik	Tyonek			
	Copper River Native Association		305	10.65	3,248
	Cantwell	Gakona			
	Chistochina	Gulkana			
	Chitina	Mentasta Lake			
	Copper Center	Tazlina			
	*Kawerak, Inc.		4,155	10.65	44,251
	*Council		49		
	*Elim		162		
	* King Island		200		
	* Nome Eskimo Community		605		

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

			Pop. Under 21 **	State \$/Ch x 3	Allotment	
Alaska	*Kawerak, Inc.					
	Brevig Mission	Port Clarence	Stebbins			
	Gambell	Savoonga	Teller			
	Golovin	Shaktoolik	Unalakleet			
	Koyuk	Shishmaref	Wales			
	Inalik	Solomon	White Mountain			
	Mary's Igloo	St. Michael				
		*Kodiak Area Native Association		1,454	10.65	15,485
		*Akhiook		32		
		*Karluk		16		
		*Kodiak (Shoonag of Koniag)		861		
		*Larsen Bay		154		
		*Old Harbor		156		
		*Ouzinkie		129		
		*Port Lions		106		
		*Maniilaq Association		3,306	10.65	35,209
		*Kobuk		76		
		Ambler	Kivalina	Point Hope		
		Buckland	Kotzebue	Selawik		
		Deering	Noatak	Shungnak		
		Kiana	Noorvik			
		Tanana Chiefs Conference		4,708	10.65	50,140
		*Evansville		22		
		*Nulato		315		
		Alatna	Fort Yukon	McGrath	Takotna	
	Allakaket	Galena	Minto	Tanacross		
	Anvik	Grayling	Nenana	Tanana		
	Arctic Village	Huslia	Nikolai	Telida		
	Beaver	Healy Lake	Northway	Tetlin		
	Birch Creek	Holly Cross	Rampart	Venetie		
	Chalkyitsik	Hughes	Ruby			
	Circle	Kaltag	Shageluk			
	Dot Lake	Koyukuk	Stevens Village			
	Eagle	Manley Hot Springs				
Arizona	*Colorado River (also in CA)		1,369	11.37	15,566	
	*Hopi		4,066	11.37	46,230	
	*Kaibab		100	11.37	1,137	
	*Navajo (also in NM and UT)		49,833	11.37	566,601	
	*Pascua Yaqui		4,090	11.37	46,503	
	*Salt River Pima-Maricopa		3,312	11.37	37,657	
	*Tohono O'odham (Papago)		4,278	11.37	48,641	
	*White Mountain (Fort Apache)		5,934	11.37	67,470	
	Camp Verde		-	11.37	-	
	Cocopah		208	11.37	2,365	
	Fort McDowell		371	11.37	4,218	
	Fort Mojave (also in CA)		256	11.37	2,911	

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

		Pop. Under 21 **	State \$/Ch x 3	Allotment
Arizona	Gila River	5,054	11.37	57,464
	Havasupai	208	11.37	2,365
	Hualapai	577	11.37	6,560
	Maricopa (Ak-Chin)	300	11.37	3,411
	Payson (Yavapai-Apache) Com.	320	11.37	3,638
	San Carlos	4,434	11.37	50,415
	San Xavier	-	11.37	-
	Yavapai-Prescott	49	11.37	557
California	*Karuk	297	9.09	2,700
	*Tule River	715	9.09	6,499
	*United Auburn	108	9.09	982
	*Yurok	1,610	9.09	14,635
	Agua Caliente	57	9.09	518
	Barona Rancheria	166	9.09	1,509
	Benton Paiute	20	9.09	182
	Berry Creek Rancheria	65	9.09	591
	Big Lagoon Rancheria	9	9.09	82
	Big Pine Rancheria	101	9.09	918
	Big Sandy Rancheria	31	9.09	282
	Big Valley Rancheria	93	9.09	845
	Bishop Rancheria	388	9.09	3,527
	Blue Lake Rancheria	8	9.09	73
	Bridgeport Colony	4	9.09	36
	Cabazon	2	9.09	18
	Cahuilla	56	9.09	509
	Campo	128	9.09	1,164
	Cedarville Rancheria	11	9.09	100
	Chemehuevi	61	9.09	554
	Chicken Ranch Rancheria	-	9.09	-
	Cold Springs Rancheria	88	9.09	800
	Colorado River (also in AZ)	-	9.09	-
	Colusa (Cachil Dehe) Rancheria	22	9.09	200
	Cortina Rancheria	3	9.09	27
	Coyote Valley	47	9.09	427
	Dry Creek Rancheria	18	9.09	164
	Elk Valley Rancheria	15	9.09	136
	Fort Bidwell	45	9.09	409
	Fort Independence	17	9.09	155
	Fort Mojave Trust Lands (also in AZ)	-	9.09	-
	Fort Yuma (Quechon)	642	9.09	5,836
Grindstone Creek Rancheria	66	9.09	600	
Hoopa Valley	1,045	9.09	9,499	
Hopland Rancheria	14	9.09	127	
La Jolla	125	9.09	1,136	
La Posta	6	9.09	55	
Laytonville Rancheria	66	9.09	600	
Lone Pine Rancheria	43	9.09	391	
Lookout Rancheria	2	9.09	18	
Los Coyotes	30	9.09	273	
Manchester (Point Arena) Rancheria	63	9.09	573	

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

		Pop.	State \$/Ch	Allotment
		Under 21 **	x 3	
California	Manzanita	29	9.09	264
	Mechoopda	75	9.09	682
	Mesa Grande	29	9.09	264
	Middletown Rancheria	24	9.09	218
	Montgomery Creek Rancheria	1	9.09	9
	Mooretown	57	9.09	518
	Morongo	245	9.09	2,227
	North Fork Rancheria	1	9.09	9
	Pala	313	9.09	2,845
	Pauma	89	9.09	809
	Pechanga	149	9.09	1,354
	Picayune Rancheria	5	9.09	45
	Pinoleville Rancheria	25	9.09	227
	Pitt River	4	9.09	36
	Quartz Valley	19	9.09	173
	Redding Rancheria	14	9.09	127
	Redwood Valley Rancheria	47	9.09	427
	Resighini Rancheria	20	9.09	182
	Rincon	168	9.09	1,527
	Roaring Creek Rancheria	4	9.09	36
	Robinson Rancheria	69	9.09	627
	Rohnerville Rancheria	19	9.09	173
	Round Valley	90	9.09	818
	Rumsey Rancheria	10	9.09	91
	San Manuel	18	9.09	164
	San Pasqual	155	9.09	1,409
	Santa Rosa	27	9.09	245
	Santa Rosa Rancheria	234	9.09	2,127
	Santa Ynez	27	9.09	245
	Santa Ysabel	90	9.09	818
	Sherwood Valley Rancheria	67	9.09	609
	Shingle Springs Rancheria	10	9.09	91
	Smith River Rancheria	323	9.09	2,936
	Soboba	219	9.09	1,991
	So. CA Tribal Chairman's Assn.	-	9.09	-
	Stewarts Point Rancheria	23	9.09	209
Sulphur Bank (El-Em) Rancheria	33	9.09	300	
Susanville Rancheria	101	9.09	918	
Sycuan	6	9.09	55	
Table Bluff Rancheria	38	9.09	345	
Table Mountain Rancheria	-	9.09	-	
Torres-Martinez	85	9.09	773	
Trinidad Rancheria	25	9.09	227	
Tuolumne Rancheria	45	9.09	409	
Upper Lake Rancheria	19	9.09	173	
Viejas Rancheria	72	9.09	654	
Woodsford Community	73	9.09	664	
XL Ranch	-	9.09	-	
Colorado	*Southern Ute	588	9.00	5,292
	*Ute Mountain (also in UT)	721	9.00	6,489

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

		Pop. Under 21 **	State \$/Ch x 3	Allotment
Connecticut	Mashantucket Pequot	118	6.21	733
Florida	Big Cypress	45	10.29	463
	Brighton	195	10.29	2,007
	Coconut Creek	-	10.29	-
	Fort Pierce	-	10.29	-
	Hollywood	245	10.29	2,521
	Immokalee	79	10.29	813
	Miccosukee	-	10.29	-
	Seminole Trust Lands	-	10.29	-
	Tampa	-	10.29	-
Idaho	*Nez Perce	1,065	12.15	12,940
	*Shoshone-Bannock (Fort Hall)	1,589	12.15	19,306
	Coeur d'Alene	576	12.15	6,998
	Kootenai	33	12.15	401
Iowa	Sac and Fox (Iowa)	276	11.10	3,064
Indiana	*Pokagon Band of Potawatomi	146	10.77	1,572
Kansas	Iowa (also in NE)	49	10.71	525
	Kickapoo	334	10.71	3,577
	Praire Band of Potawatomi	213	10.71	2,281
	Sac and Fox (KS-NE)	28	10.71	300
Louisiana	*Chitimacha	471	11.97	5,638
	Coushatta	3	11.97	36
	Jena Band of Choctaw	179	11.97	2,143
	Tunica-Biloxi	24	11.97	287
Maine	*Aroostook Micmacs	401	11.73	4,704
	*Houlton Band of Maliseets	305	11.73	3,578
	*Indian Township Passamaquoddy	528	11.73	6,193
	*Penobscot	655	11.73	7,683
	*Pleasant Point Passamaquoddy	659	11.73	7,730
Massachusetts	*Wampanoag-Gay Head	353	7.35	2,595
Michigan	*Bay Mills	598	9.99	5,974
	*Grand Traverse	1,294	9.99	12,927
	*Hannahville Community	273	9.99	2,727
	*Pokagon Band of Potawatomi	704	9.99	7,033
	*Sault Ste. Marie	8,578	9.99	85,694
	Isabella	607	9.99	6,064
	Keweenaw Bay Community (L'Anse)	372	9.99	3,716
	Lac Vieux Desert	52	9.99	519
Minnesota	*Mille Lacs	1,393	9.15	12,746
	*Red Lake	2,645	9.15	24,202
	*Upper Sioux Com.	217	9.15	1,986

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

		Pop. Under 21 **	State \$/Ch x 3	Allotment
Minnesota	*White Earth	1,553	9.15	14,210
	Bois Forte (Nett Lake)	208	9.15	1,903
	Fond du Lac	644	9.15	5,893
	Grand Portage	110	9.15	1,007
	Leech Lake	2,177	9.15	19,920
	Lower Sioux	142	9.15	1,299
	Minnesota Chippewa	25	9.15	229
	Prairie Island Com.	68	9.15	622
	Sandy Lake	35	9.15	320
	Shakopee Com.	88	9.15	805
	Vermillion Lake	-	9.15	-
Mississippi	*Mississippi Choctaw	4,596	12.84	59,013
Montana	*Assiniboine and Sioux (Fort Peck)	5,029	12.81	64,421
	*Blackfeet	5,022	12.81	64,332
	*Chippewa Cree (Rocky Boy's)	1,337	12.81	17,127
	*Conf'd Salish and Kootenai (Flathead)	3,105	12.81	39,775
	*Crow	2,431	12.81	31,141
	*Fort Belknap	1,785	12.81	22,866
	*Northern Cheyenne	2,049	12.81	26,248
Nebraska	*Omaha	1,343	10.77	14,464
	*Ponca Tribe	931	10.77	10,027
	Iowa (also in KS)	-	10.77	-
	Pine Ridge (Oglala Sioux) (also in SD)	-	10.77	-
	Santee	281	10.77	3,026
Nevada	Winnebago	722	10.77	7,776
	Battle Mountain	39	10.11	394
	Campbell Ranch	97	10.11	981
	Carson Colony	84	10.11	849
	Dresslerville Colony	108	10.11	1,092
	Duck Valley (also in ID)	399	10.11	4,034
	Duckwater	44	10.11	445
	Elko Colony	270	10.11	2,730
	Ely Colony	25	10.11	253
	Fallon Paiute Shoshone	224	10.11	2,265
	Fallon Colony	45	10.11	455
	Fort McDermitt	108	10.11	1,092
	Goshute	-	10.11	-
	Las Vegas Colony	47	10.11	475
	Lovelock Colony	30	10.11	303
	Moapa	57	10.11	576
	Pyramid Lake	532	10.11	5,379
	Reno-Sparks Colony	362	10.11	3,660
	South Fork	35	10.11	
	Stewart Community	62	10.11	627
	Summit Lake	2	10.11	20
Te-Moak	-	10.11	-	
Walker River	266	10.11	2,689	
Washoe	-	10.11	-	
Wells Colony	17	10.11	172	

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

		Pop. Under 21 **	State \$/Ch x 3	Allotment
Nevada	Winnemucca Colony	13	10.11	131
	Yerington	55	10.11	556
	Yomba	36	10.11	364
New Mexico	*Acoma Pueblo	1,556	12.63	19,652
	Alamo Navajo	-	12.63	-
	Canoncito	-	12.63	-
	Cochiti Pueblo	283	12.63	3,574
	*Isleta Pueblo	1,452	12.63	18,339
	*Jemez Pueblo	1,146	12.63	14,474
	Jicarilla Apache	1,143	12.63	14,436
	*Laguna Pueblo	2,873	12.63	36,286
	*Mescalero Apache	1,913	12.63	24,161
	Nambe Pueblo	189	12.63	2,387
	*Navajo (also in AZ and UT)	32,526	12.63	410,803
	Picuris Pueblo	55	12.63	695
	Pojoaque Pueblo	128	12.63	1,617
	Ramah Navajo Com.	-	12.63	-
	*San Felipe Pueblo	1,512	12.63	19,097
	San Ildefonso Pueblo	207	12.63	2,614
	San Juan Pueblo	492	12.63	6,214
	Sandia Pueblo	203	12.63	2,564
	*Santa Ana Pueblo	238	12.63	3,006
	Santa Clara Pueblo	509	12.63	6,429
	Santo Domingo Pueblo	1,364	12.63	17,227
	*Taos Pueblo	725	12.63	9,157
	Tesque Pueblo	136	12.63	1,718
Zia Pueblo	260	12.63	3,284	
*Zuni Pueblo	3,637	12.63	45,935	
New York	Onieda (East)	2	8.13	16
	Onondaga	406	8.13	3,301
	Seneca (Allegany & Cattaraugus)	1,388	8.13	11,284
	St. Regis Mohawk	1,025	8.13	8,333
	Tonawanda	63	8.13	512
	Tuscarora	125	8.13	1,016
North Carolina	*Eastern Cherokee	4,815	10.80	52,002
North Dakota	Spirit Lake Tribe	1,830	12.57	23,003
	Standing Rock (also in SD)	1,464	12.57	18,402
	Three Affiliated (Fort Berthold)	1,912	12.57	24,034
	Turtle Mountain Chippewa	3,799	12.57	47,753
Oklahoma	*Absentee Shawnee	960	11.85	11,376
	Apache	-	11.85	-
	*Caddo	1,198	11.85	14,196
	*Cherokee	61,730	11.85	731,501
	Cheyenne-Arapaho	3,272	11.85	38,773
	Chickasaw	9,872	11.85	116,983
	*Choctaw	36,780	11.85	435,843

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

		Pop. Under 21 **	State \$/Ch x 3	Allotment
Oklahoma	*Citizen Band of Potawatomi	4,740	11.85	56,169
	*Comanche	2,716	11.85	32,185
	Delaware	-	11.85	-
	*Fort Sill Apache	223	11.85	2,643
	*Iowa	159	11.85	1,884
	*Kaw	289	11.85	3,425
	*Kialegee	150	11.85	1,778
	*Kiowa	2,285	11.85	27,077
	Miami	357	11.85	4,230
	*Modoc	67	11.85	794
	Muscogee (Creek)	20,505	11.85	242,984
	Osage	2,680	11.85	31,758
	Otoe-Missouria	156	11.85	1,849
	*Ottawa	732	11.85	8,674
	Pawnee	905	11.85	10,724
	*Ponca	651	11.85	7,714
	Quapaw Tribe	490	11.85	5,807
	Sac and Fox	2,217	11.85	26,271
	*Seminole	4,394	11.85	52,069
	Seneca-Cayuga	201	11.85	2,382
Tonkawa	195	11.85	2,311	
*Wyandotte	620	11.85	7,347	
*Wichita & Affiliate	1,083	11.85	12,834	
*United Keetoowah	1,452	11.85	17,206	
Oregon	*Confederated Tribes of the Grande Ronde	1,924	10.68	20,548
	*Confederated Tribes of the Siletz	1,062	10.68	11,342
	*Confederated Tribes of the Umatilla	882	10.68	9,420
	*Confederated Tribes of the Warm Springs	1,925	10.68	20,559
	Confederated Tribes of Coos, Lower Umpqua & S	8	10.68	85
	*Coquille Indian Tribe	364	10.68	3,888
	*Cow Creek Band of Umpqua and Siuslaw	513	10.68	5,479
	*Klamath Tribes	913	10.68	9,751
	Burns Paiute Tribe	53	10.68	566
Rhode Island	*Narragansett	987	10.65	10,512
South Dakota	*Cheyenne River	4,683	11.94	55,915
	*Crow Creek	964	11.94	11,510
	Flandreau	143	11.94	1,707
	*Lake Traverse (Sisseton-Wahpeton)	1,900	11.94	22,686
	*Yankton	2,542	11.94	30,351
	Lower Brule	645	11.94	7,701
	Pine Ridge (Oglala Sioux) (also in NE)	7,508	11.94	89,646
	Rosebud	4,784	11.94	57,121
Standing Rock	1,522	11.94	18,173	
Texas	Alabama and Coushatta	165	10.44	1,723
	Kickapoo Traditional Tribe	204	10.44	2,130
	Ysleta Del Sur Pueblo	137	10.44	1,430

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

		Pop. Under 21 **	State \$/Ch x 3	Allotment
Utah	*Goshute (also in NV)	44	12.09	532
	*Navajo (also in AZ and NM)	3,106	12.09	37,552
	*Paiute	369	12.09	4,461
	*Unitah and Ouray	1,269	12.09	15,342
	*Ute Mountain (also in CO)	137	12.09	1,656
	Skull Valley	10	12.09	121
Washington	*Confederated Tribes of the Colville Reservation	3,233	9.33	30,164
	*Jamestown S'Klallam Tribe	214	9.33	1,997
	*Lummi	2,162	9.33	20,171
	*Port Gamble S'Klallam Tribe	381	9.33	3,555
	*Puyallup	1,551	9.33	14,471
	*Quinault	694	9.33	6,475
	*Sauk-Suiattle	70	9.33	653
	*Tulalip	1,782	9.33	16,626
	Chehalis Reservation	192	9.33	1,791
	Hoh	43	9.33	401
	Kalispel	85	9.33	793
	Lower Elwha	107	9.33	998
Washington	Makah	498	9.33	4,646
	Muckleshoot	527	9.33	4,917
	Nisqually	178	9.33	1,661
	Nooksack	186	9.33	1,735
	Port Madison	208	9.33	1,941
	Quileute	137	9.33	1,278
	Samish	99	9.33	924
	Shoalwater Bay	18	9.33	168
	Skokomish	228	9.33	2,127
	Spokane	709	9.33	6,615
	Squaxin Island	142	9.33	1,325
	Stillaguamish	32	9.33	299
	Swinomish	260	9.33	2,426
	Upper Skagit	77	9.33	718
	Yakama	3,486	9.33	32,524
Wisconsin	*Bad River	1,744	10.32	17,998
	*Ho-Chuck (formerly Winnebago)	1,706	10.32	17,606
	*Lac Courte Oreilles	957	10.32	9,876
	*Menominee	2,582	10.32	26,646
	*Sokaogon Chippewa Com.	495	10.32	5,108
	Lac du Flambeau	828	10.32	8,545
	Onieda (West)	1,411	10.32	14,562
	Potawatomi (Wisconsin)	138	10.32	1,424
	Red Cliff	432	10.32	4,458
	St. Croix	280	10.32	2,890
Stockbridge	294	10.32	3,034	
Wyoming	*Wind River (No. Arapaho & Shoshone)	4,955	11.76	58,271

* Tribe's Certified Population Count

** Population data from either 2000 Census or Tribe's Certification

ATTACHMENT B

Appendix “1” Title IV-B Requirements in Statute but not Regulations*

1. Title IVB, subpart 2 Program Name Changed to Promoting Safe and Stable Families.

This change occurred when the original Family Preservation and Family Support program was expanded by the Adoption and Safe Families Act (ASFA) of 1997. Funding was also increased at that time and also with the program reauthorization in 2001. [Section 430 (a) in Title IV-B of the Social Security Act (the Act)]

2. Addition of Title IVB, subpart 2 Service Categories of Time-Limited Reunification Services and Adoption Promotion and Support.

The 1997 reauthorization of the title IV-B, subpart 2 program affirmed the use of Federal funds for community-based family support services and family preservation services, and additionally required States to spend a portion of funds for time-limited family reunification services and adoption support services. The two latter categories allow States to fund services that facilitate the reunification of children in foster care with their families in a timely and safe manner, and encourage more adoptions out of the foster care system, expedite the adoption process, and support adoptive families as necessary to allow them to make a lifetime commitment to their children. [Sections 431 (a)(7) and (8)] In general, requirements in the regulations related to family preservation and support only should be taken to mean all four allowable service categories.

3. Expanded Title IVB, subpart 2 Definition of Non-Federal Funds for Non-Supplantation Provision.

ASFA added a definition of non-Federal funds for purposes of the title IVB, subpart 2 non-supplantation requirement at 432(a)(7)(A) of the Act. Non-federal funds are defined as State funds, or at State option, State and local funds. This means that a State may consider the amount of both local and State funds spent on Promoting Safe and Stable Families Program services in determining which funds may not be supplanted by Federal funds. This statutory definition of non-Federal funds supersedes the regulatory definition in 45 CFR 1357.32(f). [Section 431(a)(9)]

4. Title IVB, subpart 1 Assurance Regarding Use of Cross-Jurisdictional Resources.

ASFA added section 422 (b)(12) to the Act, which requires that State plans for child welfare services contain assurances that the State shall develop plans for the effective use and sharing of cross-jurisdictional resources to facilitate timely adoptive or permanent placements for children.

5. Description of State Activities for Children Adopted from Overseas in title IVB, subpart 1.

Public Law 106-279 added section 422(b)(13) to title IV-B, which states that the plan for Child Welfare Services must contain a description of activities that the State has undertaken for

* This appendix describes new requirements in title IV-B of the Social Security Act that are relevant to the Child and Family Services Plan and the Annual Progress and Services Report. This appendix may not include all amendments to title IV-B requirements.

children adopted from other countries, including the provision of adoption and post-adoption services.

6. Title IVB, subpart 1 Assurance Regarding Information on Children Adopted from Other Countries Who Enter State Care.

The Intercountry Adoption Act of 2000 (Public Law 106-279) added section 422 (b)(14) to title IV-B. This provision requires that the State plans for child welfare services provide that the State will collect and report information on children who are adopted from other countries and who enter State custody as a result of the disruption of an adoptive placement, or the dissolution of a finalized adoption. Such information must include the reasons for disruption or dissolution, the agencies who handled the placement or adoption, the plans for the child, and the number of children to whom this pertains.

7. Re-allotments of Title IV-B, subpart 2 Funds.

Public Law 107-133 amended Section 433 (d) of the Act to allow the Secretary to reallocate unneeded portions of title IVB, subpart 2 State allocations to other States, so that the total appropriation remains available for program purposes. The State must certify that grant funds are not needed before they can be reallocated.

8. Addition of Language to Title IVB, subpart 2 Definitions of the Service Categories re: Infant Safe-Haven Programs, Strengthening Parental Relationships, and Promotion of Healthy Marriages.

The Promoting Safe and Stable Families Amendments of 2001 (Public Law 107-133) amended the definition of Family Preservation Services to allow States to support infant safe haven programs to allow a parent to safely relinquish a newborn infant. [Section 431 (a)(1)(F)] The amendments also add to the definition of Family Support Services. Specifically, States may now support services to strengthen parental relationships and promote healthy marriages. [Section 431 (a)(2)] The definitions for family preservation and family support services in the regulations at 45 CFR 1357.10 should be read in conjunction with these statutory definitions.

9. Other Federal Program Name Changes.

Since the regulations were issued, a number of Federal programs referenced in the regulations have undergone significant changes, including name changes. States should note the following name changes in meeting the consultation requirements in 45 CFR 1357.15(l)(viii):

- “Part H programs” are now programs under Part C of the Individuals with Disabilities Education Assistance (IDEA) Act
- “Title IV-A” is also known as the Temporary Assistance for Needy Families program
- “child care and development block grant (CCDBG)” is also known as the Child Care Development Fund (CCDF)
- “Community-Based Family Resource Programs” are now known as either Title II programs under the Child Abuse Prevention and Treatment Act (CAPTA) or Community-Based Grants for the Prevention of Child Abuse.

ATTACHMENT B

Appendix “2”—Obsolete Title IV-B Provisions Still in Regulation*

1. References to Dates and Submission Timeframes that Have Passed.

The regulations at 45 CFR 1357.15 refer to numerous timelines that have passed. This is because the regulation was based on the initial Family Preservation and Family Support legislation. With the exception of the obsolete requirements listed below, the required elements of the APSRs and CFSPs apply on an annual or five-year cycle as applicable, regardless of the dates listed.

Specific obsolete references:

- At 45 CFR 1357.15 (a)(4), there is reference to the phase-in of the requirements for a consolidated CFSP by June 30, 1997. The phase-in period has expired and consolidation of the CFSP is now required.
- See also similar out-of-date references for phasing in consolidation of the CFSP in 45 CFR 1357.15 (b)(2) and (3), 1357.16 (a)(7), and 1357.16 (b)(4).

2. References to Title IV-B, subpart 1 Assurances in Section 422 (b)(9).

The regulation at 45 CFR 1357.15 (q) requires the CFSP to explain how services will help meet permanency provisions for children and families at 422 (b)(9) of the Act, but the actual section of the Act that addresses this issue is now located at 422 (b)(10).

3. CFSP Requirement that a Significant Portion of Funds are Used for Family Support and Family Preservation Services.

At 45 CFR 1357.15(s), the regulation requires that a significant portion of funds be used for family preservation and family support services. The requirement for significant portion previously required States to provide a strong rationale if they planned to expend less than 25% of their title IV-B, subpart 2 funds for either family preservation or family support. As a result of the expansion of title IV-B, subpart 2 to include two new services, that definition no longer applies. The significant portion requirement applies to all 4 services including time-limited family reunification services and adoption support services. Program Instructions on the APSR (beginning with ACYF-CB-PI-98-03) provide guidance to States on how to determine the significant portion requirement.

4. Authority for Requirements and Funding Formerly under Section 427 of the Act.

The Social Security Act Amendments of 1994 (Public Law 103-432) amended the Act as follows:

* This appendix describes obsolete requirements in the regulations at 45 CFR 1357 that are relevant to the Child and Family Services Plan and the Annual Progress and Services Report. This appendix may not include all obsolete requirements.

Public Law 103-432 repealed section 427 in title IV-B of the Act, effective for fiscal years beginning after April 1, 1996. Section 427 had been added to title IV-B by Public Law 96-272, the Adoption Assistance and Child Welfare Act of 1980, which offered incentive funds to States and Indian Tribes if they provided certain protections for children in foster care.

Public Law 103-432 added section 422(b) in title IV-B of the Act to include, as State Plan assurances, the foster care protections formerly required in section 427 of the Act. It also added two new assurances with respect to review of State policies on abandoned children.

**CFSP/APSR
Program Instruction (PI) Grid**

Guidance Emphasis	P I number	Page No.¹	Issuance Date
Administration Initiatives: Strengthening Healthy Marriages Responsible Fatherhood, Positive Youth Development, Faith-based and Community Initiatives, and Rural Initiative.	ACYF-CB-PI-02-05	Pgs. 5 & 7, Att. A	May 10, 2002
	ACYF-CB-PI-03-05	Pgs. 4-5	May 23, 2003
	ACYF-CB-PI-03-05	Pg. 5	May 23, 2003
Assurances	ACYF-CB-PI-96-01	Pgs. 2-4	March 13, 1996
	ACYF-CB-PI-98-05	Pg. 2	April 28, 1998
	ACYF-CB-PI-99-07	Att. A	March 25, 1999
CAPTA	ACYF-CB-PI-03-08 (See also: IM 03-04)	Pgs. 1-3	November 26, 2003
Chafee Foster Care Independence Program	ACYF-CB-PI-00-04	Pgs. 1-7	April 20, 2000
	ACYF-CB-PI-01-02 (See also: IM 00-03)	Pgs. 1-10	February 13, 2001
Citizen Review Panels	ACYF-CB-PI-98-12	Pgs. 1-3	July 15, 1998
	ACYF-CB-PI-99-09	Pgs. 2-3	June 2, 1999
	ACYF-CB-PI-03-08	Pg. 2	November 26, 2003
Diligent Recruitment	ACYF-CB-PI-95-23	Pgs. 4-5	October 11, 1995
Education and Training Vouchers Program (ETV)	ACYF-CB-PI-03-06 (See also: IM 02-07)	Pgs. 1-6	July 8, 2003
Indian Child Welfare Act Cooperation & Consultation with Tribes Section 422(b)(10) of the Social Security Act; State and Tribal responsibilities/requirements	ACYF-CB-PI-95-12	Pgs. 1-4	August 11, 1995
	ACYF-CB-PI-98-05	Pgs. 3-4	April 28, 1998
	ACYF-CB-PI-99-07	Pgs. 7-8	March 25, 1999
	ACYF-CB-PI-00-03	Pgs. 3, 4 Att. A	April 18, 2000
	ACYF-CB-PI-01-03	Pgs. 4-5 Att. A	February 14, 2001

¹ As enumerated on the Children's Bureau website: <http://www.acf.hhs.gov/programs/cb/laws/policy.htm>

**CFSP/APSR
Program Instruction (PI) Grid**

Guidance Emphasis	P I number	Page No.²	Issuance Date
Integration of the CFSR/PIP and the CFSP/APSR	ACYF-CB-PI-02-05 ACYF-CB-PI-03-05 (See also IM-02-04)	Pg. 4 Pgs. 3-4 Pgs. 2, 6, A-17	May 10, 2002 May 23, 2003 April 4, 2002
Inter-country Adoption Act of 2000	ACYF-CB-PI-01-03	Pg. 5	February 14, 2001
Infant Safe Haven Programs	ACYF-CB-PI-02-05	Pg. 5	May 10, 2002
Legislation/ Legislative changes related to CFSP Requirements: <ul style="list-style-type: none"> • Family Preservation and Support Services • Adoption and Safe Families Act of 1997 (ASFA) • Promoting Safe and Stable Families Amendments of 2001 	ACYF-PI-94-03 ACYF-CB-PI-98-02 ACYF-CB-PI-99-07 ACYF-CB-PI-02-05 (See IM 02-01)	Pgs. 1-3 Pgs. 1-2 Pgs. 2-3 Pg. 5	January 18, 1994 January 8, 1998 March 25, 1999 May 10, 2002
Maintenance of effort	ACYF-CB-PI-98-03	Pg. 3	March 5, 1998
Significant portion	ACYF-CB-PI-98-03	Pg. 3-4	March 5, 1998
State Plan guidance for Family Preservation and Support Services – 5-year Plan	ACYF-CB-PI-94-01 ACYF-CB-PI-99-07	Pgs. 2-22 Pgs. 2-10	January 18, 1994 March 25, 1999
Tribal Plan guidance for Family Preservation and Support Services - 5-year Plan	ACYF-CB-PI-94-04 ACYF-CB-PI-99-07 ACYF-CB-PI-03-03 ACYF-CB-PI-03-05	Pgs. 3-23 Pgs. 2-9 Att. D Pgs. 4, 9-12	January 18, 1994 March 25, 1999 March 14, 2003 May 23, 2003

² As enumerated on the Children's Bureau website: <http://www.acf.hhs.gov/programs/cb/laws/policy.htm>

Preparing for the FY 2005-2009 Tribal Child and Family Services Plan

The following is an advisement to Tribes of the need to engage in the preparation of their FY 2005-2009 Child and Family Services Plans (CFSPs). For Tribes, the CFSP consists of the Child Welfare Services program (title IV-B, Subpart 1) and, if eligible, the Promoting Safe and Stable Families program (title IV-B, Subpart 2). The new FY 2005-2009 CFSPs are due to the ACF Regional Office on June 30, 2004. This will be the third time 5-year plans have been submitted. Tribes should have already begun the process necessary to review and renew their CFSP. This initial guidance is being provided to begin the process now, and will be followed by more specific instructions to be included in a Program Instruction (PI) from the Children's Bureau.

With this in mind, the Children's Bureau would like to put forth some suggestions in regard to the visioning, assessment and consultation/ coordination, joint planning, training, and assurances areas of the CFSP in an effort to have Tribes pay special attention to them during the planning process.

Visioning: Visioning means the ability to "see" or envision exactly where we want to go and why we need to get there. Visioning enables an agency to review the potential effects of current and projected forces/issues, define and assess core competencies and values, develop desired future scenarios and begin to plot a strategy for achieving its vision for the future.

Visioning and goal setting are important aspects of the CFSP. We are reintroducing this concept in order to direct Tribes towards revisiting and, if appropriate, revising their past written vision statements. As it was in the other years of planning for the CFSP, it continues to be our strong expectation that Tribes will take advantage of this opportunity to review their visions in order to ensure that they remain valid, practical and timely and that they continue to move the Tribes' child welfare systems forward toward positive, integrated services for Tribal children and their families.

Assessment: An assessment is a product developed by gathering, analyzing, and synthesizing information to identify resources, strengths, motivation, functional components, and other factors at a point in time that can be used to enhance functioning and promote growth.

A basic assessment involves three steps:

- 1) Gather information on agency operations and performance that currently exists from both internal and external sources. These include data reports from other agencies (i.e., Head Start community assessments, childcare, juvenile justice, and social service agency statistics).

Agencies should expand available information with newer information, as needed (i.e., conduct surveys or focus groups, feedback from community meetings and forums, etc.).

2) Analyze and synthesize the information (i.e. utilize the broader planning groups in order to determine agency strengths and weaknesses based on the information gathered). There is a requirement at 45 CFR 1357.16(e) to analyze the Tribe's progress toward accomplishing the goals and objectives of the 5-year plan and to submit a final report along with the new CFSP. This process will also help the Tribes to examine their previous goals and utilize that knowledge when determining the goals of the next 5-year plan.

3) Draw conclusions, hypotheses, and assumptions about what steps the agency can take to impact these areas.

If the agency already knows what goals they want to focus on, the Tribal assessment can be focused on targeted areas. For example, Tribal child welfare agencies may see a need to work more closely with their Tribal courts, collaborate more with the State child welfare agency, reduce the number of children in out of home placement, etc.

Consultation/ Coordination: The consultation and coordination pieces of the CFSP are the combined internal and external processes used to obtain broad and active involvement of major actors in the Tribes' development of their child and family service delivery systems.

This upcoming CFSP year, we are asking Tribes to pay special attention to the consultative/ coordinative aspects of CFSP requirements. It is important to remember that joint planning and consultative coordination is a process, not an end result only to be dealt with when CFSPs are due. These processes should be used as an opportunity for shared insight about the collective direction in which Tribes should move.

Please bear in mind that the CFSP requires consultation and coordination. The CFSP must be jointly developed with the ACF Regional Office and the Tribal agency must consult with appropriate public and nonprofit private agencies and community-based organizations including representatives of other Federal or federally assisted child and family services or related programs.

Tribes should currently be incorporating other members of the broader social welfare community into coordination/collaboration processes not only for system assessment input, but also as a better way of doing business.

There are numerous opportunities for Tribes and States to collaborate in the planning for children and families. According to the regulations at 45 CFR 1357.15(q), States must jointly develop with the Tribe, the arrangements made for the provision of the child welfare services and protections in section 422 (b)(10) to Indian children under both State and Tribal jurisdiction. States are required to consult with Tribes regarding older youth according to the Foster Care Independence Act. It specifically includes a Tribal consultation requirement at section 477(B) (3) (G) of the Act by requiring States to certify ...“that each Indian tribe in the State has been consulted about the programs to be carried out under the plan that there have been efforts to coordinate the programs with

such tribes...”. The Tribes should also be involved in the States’ self assessment for the Child and Family Services Review (CFSR) and the planning for services improvement through the State’s Program Improvement Plan (PIP). The Tribes and States also must exchange copies of their CFSP’s.

Joint planning: Joint planning is an ongoing partnership in the process of planning that takes place between Tribal and Federal staff, and the assembled CFSP planning team. Joint planning includes discussions, consultation, and negotiation, between these parties in all areas of CFSP creation. (See 45 CFR 1357.10-Definitions)

It is important to work jointly with the Tribal liaison from your ACF Regional Office early on in the process and in an on-going manner in order to present the best results on the CFSPs. Emphasis should be placed on the ACF Tribal Liaison and the Tribe Agency Administrator working jointly on: 1) selecting participants for their Tribal plan development team and determining their orientation needs, 2) developing their work plan, including the review and analysis of the current CFSP, the timelines needed to meet the June 30 submittal deadline, etc. 3) documenting assurances and selecting preliminary unmet needs to be addressed in the plan, and 4) specifying the new 5-year goals and objectives.

Please bear in mind that the concept of joint planning is essential. We urge Tribes to think of this collaboration as a process to assist Tribes throughout the analysis of the old plan and the planning, development, and implementation steps of the new 5-year CFSP.

Assurances: Assurances are the written guarantees and certifications that all the elements included in the CFSP are the Tribe’s actual intended plan of action.

We would like to remind Tribes of the importance of the assurances sections of their plans. The upcoming PI will list details on assurances from 45 CFR 1357.15(c) and title IV-B sections 422(b)(10), 422(b)(12), and 432(a)(9).

Tribes have the opportunity to update their certification numbers to reflect the number of children under age 21 in their populations. Tribes must send a statement certifying the revised numbers of children who have not reached their twenty-first birthday and providing a justification for the revision to their Regional Office. This certification must be signed by the Tribal enrollment officer and the Tribal president/ chairperson and is due with the plan submittal by June 30th. Because grant amounts for both States and Tribes will be affected by the revisions, the Regional Office may ask for additional verification/ documentation if the numbers vary significantly from the Census or previous data.

This message is intended to encourage Tribes to focus their current efforts on the planning process for the CFSP. The upcoming PI will provide more detailed guidance to Tribes on all aspects of the CFSP requirements.

Title IV-B Child And Family Services Plan: Assurances

The assurances listed below are in 45 CFR 1357.15(c) and title IV-B sections 422(b)(10), 422(b)(12), section 422 (b) (14) and 432(a)(9). These assurances will remain in effect during the period of the current five-year CFSP.

1. The Tribe assures that it will participate in any evaluations the Secretary of HHS may require.

2. The Tribe assures that it will administer the CFSP in accordance with methods determined by the Secretary to be proper and efficient.

3. The Tribe assures that it has a plan for the training and use of paid paraprofessional staff, with particular emphasis on the full-time or part-time employment of low-income persons, as community service aides; and a plan for the use of non-paid or partially paid volunteers in providing services and in assisting any advisory committees established by the Tribe.

4. The Tribe assures that standards and requirements imposed with respect to child care under title XX shall apply with respect to day care services, if provided under the CFSP, except insofar as eligibility for such services is involved.

5. The Tribe assures that it is operating, to the satisfaction of the Secretary:
 - - an information system from which can be readily determined the status, demographic characteristics, location, and goals for the placement of every child who is (or, within the immediately preceding 12 months, has been) in foster care;
 - -a case review system (as defined in section 475(5) for each child receiving foster care under the supervision of the Tribe;
 - -a service program designed to help children—where safe and appropriate, return to families from which they have been removed; or be placed for adoption, with a legal guardian, or, if adoption or legal guardianship is determined not to be appropriate for a child, in some other planned, permanent living arrangement; and

Attachment E

- o a preplacement preventive services program designed to help children at risk of foster care placement remain safely with their families; and (C)(i)
6. The Tribe assures that plans will be developed for the effective use of cross-jurisdictional resources to facilitate timely adoptive or permanent placements for waiting children.
 7. The Tribe assures that it has reviewed its policies and administrative and judicial procedures in effect for children abandoned at or shortly after birth (including policies and procedures providing for legal representation of such children); and is implementing such policies and procedures as the Tribe determines, on the basis of the review described, to be necessary to enable permanent decisions to be made expeditiously with respect to the placement of such children.
 8. The Tribe assures that, in administering and conducting service programs under this plan, the safety of the children to be served shall be of paramount concern.

Effective Date and Tribe Officials Signature

I hereby certify that the Tribe complies with the requirements of the above assurances.

Certified by: _____

Title: _____

Agency: _____

Dated: _____

Reviewed by: _____

(ACF Regional Representative)

Dated: _____

CFS-101, PART I: ANNUAL BUDGET REQUEST FOR TITLE IV-B, SUBPARTS 1 AND 2, CAPTA, CHAFEE FOSTER CARE INDEPENDENCE (CFCIP) and EDUCATION and TRAINING VOUCHER (ETV) PROGRAM INSTRUCTIONS

Note: While the information on the programs are consolidated into one Child and Family Services Plan (CFSP), eligibility and expenditure reports for the individual programs are separate. Funding will not be delayed for one program due to potential eligibility issues in another program.

Complete separate forms for each fiscal year.

1. Enter the name of the State or Indian Tribal Organization (ITO).
2. Indicate the Employer Identification Number (EIN).
3. Enter the address of the State or ITO Agency.
4. Indicate if this is a new or revised budget request.
5. Estimated title IV-B, subpart 1 funds:

Specify the estimated amount of title IV-B, subpart 1 Federal funds that the State or ITO expects to spend during the fiscal year on Child Welfare Services. The previous Federal Fiscal Year's (FFY) final allotment as provided in the annual Program Instruction on the Annual Progress and Services Report (APSR) is to be used as the estimated amount for the State's/Tribe's request. A 25% State match is required and the State or Tribe's match amount should be reflected on the final SF-269 report.

6. Estimated title IV-B, subpart 2 funds:

Specify the total estimated amount of title IV-B, subpart 2 Federal funds that the State or ITO expects to spend during the fiscal year on Promoting Safe and Stable Families services. The previous Federal Fiscal Year's (FFY) final allotment as provided in the annual Program Instruction on the APSR is to be used as the estimated amount for the State's/Tribe's request. A 25% State match is required and the State or Tribe's match amount should be reflected on the final SF-269 report.

- a) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Family Preservation Services.
- b) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Family Support Services.
- c) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Time-Limited Family Reunification Services.
- d) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Adoption Promotion and Support Services.

e) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for other service related activities (e.g. planning).

f) Specify the estimated amount of title IV-B, subpart 2 funds to be spent on Administration (not to exceed 10% of the estimated allotment).

7. Re-allotment of Title IV-B, Subpart 2 funds for State and Indian Tribal Organizations

The Administration for Children and Families (ACF) is able to re-allot unneeded portions of State and Tribal allocations of title IV-B, subpart 2 funds to other States and eligible Indian Tribes so that the total appropriation remains available for program purposes. In order for a State or ITO to be awarded a portion of these funds, or for funds to be released, ACF must have on file a request from the State or Indian Tribe for additional funds, or the release of funds.

a) Indicate the amount of funds that:

- i) the State or Tribe does not expect to utilize for the upcoming fiscal year;
or
- ii) an amount that the State or Tribe is requesting if funds become available in order to carry out the activities in the CFSP.

b) Indicate the amount of Federal funds that the State or Tribe is requesting if additional funds become available.

8. Child Abuse Prevention and Treatment Act (CAPTA) (States only).

Indicate the State's estimated CAPTA State Grant allocation as provided in the annual Program Instruction on the APSR. Supplemental funds may be available for distribution if there are States that are not awarded grant funds or there are unobligated funds available for redistribution. No matching funds are required for this grant.

9. Estimated Chafee Foster Care Independence Program (CFCIP) Funds (States only)

Indicate the estimated amount of CFCIP funds that the State expects to spend during the fiscal year on independent living activities as provided in the annual Program Instruction on the APSR.

10. Estimated Funds Allotted under Section 477 for Education and Training Vouchers (ETV) (States only)

11. Re-allotment of CFCIP and/or ETV funds for States

The Administration for Children and Families (ACF) is able to re-allot unneeded portions of State allocations of CFCIP and ETV funds to other States so that the total

appropriation remains available for program purposes. In order for a State to be awarded portions of these funds, or for funds to be released, ACF must have on file a request from the State for additional funds, or the release of funds.

a) Indicate the amount of funds that the State does not expect to utilize from their allotment during the upcoming fiscal year to carry out the CFCIP activities.

b) Indicate the amount of funds that the State does not expect to utilize from their allotment during the upcoming fiscal year to carry out the ETV activities.

c) Indicate the amount of funds the State is requesting if additional funds become available for CFCIP and/or ETV. A 20% State match is required. The State match amount should be reflected on the final SF-269 report.

12. Certification: This report must be signed and dated in the spaces provided. The signature and title of the official of the State agency, or Indian Tribal Organization, with authority to administer or supervise the administration of title IV-B, subparts 1 and 2 programs and, for States only, the CAPTA and CFCIP programs, must be included.

The tentative allocations are based on the premise that all States and Indian Tribes will apply for and receive the funds available to them. In the event that not all States or Indian Tribes apply for or receive their tentative allocations, those funds will be redistributed among eligible States and Indian Tribes, where permitted by statute. States receiving additional funds as a result of such a redistribution should submit information on the proposed use of such additional funds to the appropriate Regional Office of the Administration for Children and Families in the State's/Tribe's APSR. By signing this form the State/Tribal official assures that the State/Tribe will meet all applicable match requirements.

**CFS-101, Part I: Annual Budget Request For Title IV-B, Subpart 1 & 2 Funds, CAPTA, Chafee Foster Care Independence Program (CFCIP) and Education and Training Vouchers (ETV):
Fiscal Year 20 __, October 1, 20 __ through September 30, 20 __**

1. State or ITO:	2. EIN:
3. Address:	4. Submission: [] New [] Revision
5. Estimated Federal title IV-B, Subpart 1 Funds.	\$
6. Total Estimated Federal title IV-B, Subpart 2 Funds. (This amount should equal the sum of lines a – f.)	\$
a) Total Family Preservation Services.	\$
b) Total Family Support Services.	\$
c) Total Time-Limited Family Reunification Services.	\$
d) Total Adoption Promotion and Support Services.	\$
e) Total for Other Service Related Activities (e.g. planning).	\$
f) Total Administration (not to exceed 10% of estimated allotment).	\$
7. Re-allotment of Title IV-B, Subpart 2 funds for State and Indian Tribal Organizations	
a) Indicate the amount of the State's/Tribe's allotment that will not be required to carry out the Promoting Safe and Stable Families program. \$ _____	
b) If additional funds become available to States and ITOs, specify the amount of additional funds the State or Tribes is requesting. \$ _____	
8. Child Abuse Prevention and Treatment Act (CAPTA) State Grant (no State match required)	
Estimated Amount \$ _____, plus additional allocation, as available.	
9. Estimated Chafee Foster Care Independence Program (CFCIP) funds.	\$
10. Estimated Education and Training Voucher (ETV) funds.	\$
11. Re-allotment of CFCIP and ETV Funds:	
a) Indicate the amount of the State's allotment that will not be required to carry out CFCIP \$ _____.	
b) Indicate the amount of the State's allotment that will not be required to carry out ETV \$ _____.	
c) If additional funds become available to States, specify the amount of additional funds the State is requesting for CFCIP \$ _____ for ETV \$ _____.	
12. Certification by State Agency and/or Indian Tribal Organization. The State agency or Indian Tribe submits the above estimates and request for funds under title IV-B, subpart 1 and/or 2, of the Social Security Act, CAPTA State Grant and CFCIP, and agrees that expenditures will be made in accordance with the Child and Family Services Plan, which has been jointly developed with, and approved by, the ACF Regional Office, for the Fiscal Year ending September 30.	
Signature and Title of State/Tribal Agency Official	Signature and Title of Regional Office Official
Date	Date

CFS-101, PART II: ANNUAL SUMMARY OF CHILD AND FAMILY SERVICES INSTRUCTIONS

(Complete separate forms for each fiscal year)

This form summarizes the State Agency's and eligible Indian Tribal Organizations' estimated expenditures on Child and Family Services programs, including the Child Abuse Treatment and Prevention Act (CAPTA) programs and the Chafee Foster Care Independence Program (CFCIP) for the next year. This information is an integral part of the State Child and Family Services Plan and should be discussed by the ACF Regional Office and State Agency Representatives. States should list estimated expenditures and other information in the category that best fits their programs.

Services/Activities

For each of the services/activities listed, indicate in the appropriate columns the estimated expenditures by program, the estimated number of clients to be served, the population to be served and the geographic area to be served.

1. Prevention and Support Services (Family Support):

Community-based services which promote the well-being of children and families and are designed to increase the strength and stability of families (including adoptive, foster, and extended families), to increase parents' confidence and competence in their parenting abilities, to afford children a stable and supportive family environment, and to enhance child development. These services may include respite care for parents and other caregivers; early developmental screening of children to assess the needs of these children and assistance in obtaining specific services to meet their needs; mentoring, tutoring, and health education for youth; a range of center-based activities (informal interactions in drop-in centers, parent support groups); services designed to increase parenting skills; and counseling and home visiting activities.

2. Protective Services:

Services designed to prevent or remedy the abuse, neglect, or exploitation of children. Services include investigation and emergency medical services, emergency shelter, legal action, developing case plans, counseling, assessment/evaluation of family circumstances, arranging alternative living arrangements, preparing for foster placement, if needed, and case management and referral to service providers.

3. Crisis Intervention (Family Preservation):

Services for children and families designed to help families (including adoptive and extended families) at risk or in crisis.

a) Pre-Placement Prevention:

Services to prevent family disruption and unnecessary removal of children from their homes (as appropriate). These services may include intensive family preservation, post-adoptive support services, case management, counseling, day care, respite services, homemaker services, services designed to increase parenting skills, family budgeting, coping with stress, health, and nutrition.

b) Reunification Services:

Services to help children, where appropriate, return to families from which they have been removed, or be placed for adoption or legal guardianship. These services may include day care services, homemaker or caretaker services, family or individual counseling for parent(s) and child, follow-up care for families to whom a child has been returned after placement and other reunification services the State identifies as necessary.

4. Time-Limited Family Reunification Services:

Services and activities that are provided to a child who is removed from the child's home and placed in a foster family home or a child care institution, and to the parents or primary caregiver of such a child, in order to facilitate the reunification of the child safely and appropriately within a timely fashion, but only during the 15-month period that begins on the date that the child, pursuant to section 475(5)(F), is considered to have entered foster care. The services and activities are the following:

- 1) Individual, group, and family counseling.
- 2) Inpatient, residential, or outpatient substance abuse treatment services.
- 3) Mental health services.
- 4) Assistance to address domestic violence.
- 5) Services designed to provide temporary child care and therapeutic services for families, including crisis nurseries.
- 6) Transportation to or from any of the services and activities described above.

5. Adoption Promotion and Support Services:

Services and activities designed to encourage more adoptions out of the foster care system, when adoptions promote the best interests of children, including such activities as pre- and post-adoptive services and activities designed to expedite the adoption process and support adoptive families.

6. Foster Care Maintenance:

This includes estimated State expenditures for “room and board” for children/youth in foster care.

a) Foster Family and Relative Foster Care:

Payments to cover the cost of, and cost of providing, food, clothing, shelter, daily supervision, school supplies, a child's personal incidentals, liability insurance with respect to a child, and reasonable travel to the child's home for visitation.

b) Group/Institutional Care:

This includes the reasonable costs of administration and the operation of institutional/group home care that are required to provide food, clothing, shelter, daily supervision, school supplies, a child's personal incidentals, liability insurance with respect to a child, and reasonable travel to the child's home for visitation; and the cost of the items themselves.

7. Adoption Subsidy Payments:

Funds provided to adoptive parents on a recurring and non-recurring basis to assist in the support of special needs children.

8. Independent Living Services:

Services designed to help youth expected to remain in foster care until the age of 18, and former foster care recipients between 18 and 21 years of age, make the transition to self-sufficiency. Services may include: education, career exploration, vocational training, job placement and retention, training in daily living skills, training in budgeting and financial management skills, substance abuse prevention, and preventive health activities.

States are allowed to expend up to 30 percent of their allotments under the Chafee Foster Care Independence Program for room and board for "children who have left foster care because they have attained 18 years of age, and who have not attained 21 years of age" (Section 477(b)(3)(B)). States may set a reasonable definition of “room and board” that could include rental deposits, utilities and other expenses that may be included with the rent.

Include the amount of funds the State plans to utilize for the Education and Training Vouchers (ETV) program in this line item.

9. Administration and Management:

Includes costs of supervisors and staff whose activities support child welfare services and which cannot be allocated under other services/activities.

Also, includes costs of administrative services for family preservation, family support, time-limited family reunification and adoption promotion and support which are not more than ten percent of Federal expenditures under title IV-B, subpart 2 of the plan for the fiscal year. Allowable costs may include, but are not limited to, procurement, payroll processing, personnel functions, management, maintenance and operation of space and property, data processing and computer services, accounting, budgeting, auditing, and indirect costs allocable in accordance with the agency's approved cost allocation plan (See 45 CFR 1357.32(h)).

10. Staff Training:

Includes the cost of short and long-term training to increase staff's ability to provide assistance and support to children and families.

11. Foster Parent Training and Recruitment:

Includes the cost of short-term training to increase foster parent's ability to provide assistance and support to foster and adoptive children, and those costs associated with/resulting from the recruitment of potential foster parents.

12. Adoptive Parent Training and Recruitment:

Includes the cost of short-term training to increase adoptive parent's ability to provide assistance and support to foster and adoptive children, and those costs associated with/from the recruitment of potential adoptive parents.

13. Child Care Related to Employment/Training:

Includes licensed day care purchased for the purpose of supporting the employment of one or both of the parents.

14. Total:

The total amount of funds estimated for the year (equal to the sum of lines 1 through 13) for each column.

Estimated Expenditures

1. Federal Funds (columns a - i)

Indicate for each service/activity the amount to be expended from the Federal program indicated in columns (a) through (i). If other Federal funds will be used by the State Agency, indicate the estimated expenditures in column (i). Examples of other Federal programs include, but are not limited to, the Child Care Development Block Grant and the Maternal and Child Health Block Grant. Indicate the name of the Federal program in the box along with the estimated expenditure amount.

2. State, Local and Donated Funds (column j)

Indicate the estimated amount of State, local and donated funds to be expended, even if they are not used to match Federal funds.

3. Estimated Number of Clients to be Served (column k)

Estimate, as accurately as possible, the number of clients to be served by service/activity with the total estimated funding indicated. A client may be an individual or a family; check the appropriate box.

4. Population to be Served (column l)

Indicate the population that has been targeted for the designated services. Targeting may include a range of vulnerable populations - children, youth and/or families.

5. Geographic Area to be Served (column m)

Indicate the number and type of areas identified within the State where services are to be provided for each program. Areas may include specific regions, counties, cities, Tribes, communities, census tracts, or neighborhoods. For example, if the State is operating family preservation programs in six counties, indicate by noting "6 counties"; if the State is operating 12 community-based family support programs, indicate by noting "12 communities".

State or IT _____

For FFY OCTOBER, ____ TO SEPTEMBER 30, ____

SERVICES/ACTIVITIES	TITLE IV-B		(c) CAPTA*	(d) CFCIP*	(e) TITLE IV-E	(f) TITLE XX (SSBG)	(g) TITLE IV-A (TANF)	(h) Title XIX (Medicaid)	(i) Other Fed Prog	(j) State Local Donated Funds	(k) NUMBER TO BE SERVED	(l) POP. TO BE SERVED	(m) GEOG. AREA TO BE SERVED
	(a) I-CWS	(b) II-PSSF									[] Families [] Individuals		
1) PREVENTION & SUPPORT SERVICES (FAMILY SUPPORT)												Reports of abuse/neglect	Statewide/Reservation
2) PROTECTIVE SERVICES													
3) CRISIS INTERVENTION (FAMILY PRESERVATION) PREPLACEMENT PREVENTION												All children in foster care	Statewide/Reservation
(A) REUNIFICATION SERVICES													
(B) TIME-LIMITED FAMILY REUNIFICATION SERVICES													
5.) ADOPTION PROMOTION AND SUPPORT SERVICES												All eligible children	Statewide/Reservation
6) FOSTER CARE MAINTENANCE: (A) FOSTER FAMILY & RELATIVE FOSTER CARE													
(B) GROUP/INST CARE													Statewide/Reservation
7) ADOPTION SUBSIDY PMTS.													
8) INDEPENDENT LIVING SERVICES													
9) ADMIN & MGMT													
10) STAFF TRAINING													
11) FOSTER PARENT RECRUITMENT & TRAINING													
12) ADOPTIVE PARENT RECRUITMENT & TRAINING													
13) CHILD CARE RELATED TO EMPLOYMENT/TRAINING													
14) TOTAL													

* States Only, Indian Tribes are not required to include information on these programs

Regional Administrators

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Puerto Rico Virgin Islands

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Pennsylvania Virginia West Virginia

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N. Carolina Georgia S. Carolina
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States and Territories

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Outer Pacific-- American Samoa
Commonwealth of the Northern Marianas
Federated States of Micronesia (Chuuk,
Pohnpei, Yap)
Guam Marshall Islands Palau

Region X - Seattle

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