To: DCF/DMCPS Administrator
   DCF Area Administrators
   Child Placing Agency Directors
   Child Welfare Agency Directors
   County Departments of Community Programs Directors
   County Departments of Human Services Directors
   County Departments of Social Services Directors
   Group Home Providers
   Tribal Social Service/Indian Child Welfare Directors
   Private Child Placing Agencies
   Residential Care Center Providers
   Shelter Care Providers
   Tribal Chairpersons

From: Fredi-Ellen Bove
      Administrator

Re: 2019 FFY Relative Caregiver Support Groups Funding Opportunity

PURPOSE

The purpose of this memo is to inform county agencies, private child placing agencies, tribal agencies and community non-profit agencies of a grant opportunity to support relative caregivers through developing new Relative Caregiver Support Groups or for financial assistance in maintaining already established Relative Caregiver Support Groups.

BACKGROUND

The federal Family First Prevention Services Act (FFPSA) was passed and signed into law (P.L. 115-123) as part of the Bipartisan Budget Act on February 9, 2018. Among other provisions, the FFPSA amended title IV-E of the Social Security Act to allow title IV-E agencies the option to receive title IV-E funding for kinship navigator programs that meet certain criteria, including operating in accordance with promising, supported or well-supported practices. Congress set aside $20 million in funding appropriated under Title IV-B of the Social Security Act, and made portions of those monies available to states through a new grant opportunity. These funds are to be used to develop, enhance, or evaluate Kinship Navigator programs. A full summary of the Act published by the Administration for Children and Families (ACF) is available at the following link: https://www.acf.hhs.gov/cb/resource/im1802.

The Wisconsin Department of Children and Families (DCF) submitted an application to ACF in July 2018, and was awarded $351,400 to develop and enhance current Kinship Navigator programming. DCF will use the funding in collaboration with a Relative Caregiver Group and other state agencies to further develop resources available to relative caregivers. Resources will include information and referral guides regarding frequently asked questions and initial steps to access services; caregiver education through a web-based training curriculum and development of a Wisconsin Relative Caregiver Summit; development of a web-based caseworker training curriculum; community outreach and communication; and creation and/or maintenance of caregiver support groups.

INFORMATION SUMMARY

The federal ACF awarded DCF $351,400 under the FFPSA to be used between October 1, 2018 through
September 30, 2019 (FFY 2019). Part of this funding will be allocated to support county agencies, private child placing agencies, tribal agencies, and community non-profit agencies in the development of new Relative Caregiver Support Groups and the financial maintenance of already established groups to support relative caregivers.

Qualifying expenses under this grant to support development of new Relative Caregiver Support Groups may include:

- Staff costs associated with preparation for new groups, not to exceed $600 per group;
- Costs associated with outreach activities for new groups, not to exceed $200 per group; and
- Costs associated with print materials and mailings for new groups, not to exceed $200 per new group.

Qualifying expenses under this grant to support maintenance of already established Relative Caregiver Support Groups may include:

- Staff costs associated with preparation for groups, and presentation at groups, not to exceed $3,000 per group;
- Staff costs associated with child care needs for relative caregivers attending each group, not to exceed $1,000 per group;
- Costs associated with venue rental fees for each group meeting, not to exceed $2,400 per group;
- Costs associated with food and beverage for each group meeting; not to exceed $1,800 per group and no more than allowable costs for state rate meals per individual attending group:
  - Breakfast: $8.00/individual
  - Lunch: $10.00/individual
  - Dinner: $20.00/individual
- Costs associated with print materials for groups, not to exceed $600 per group, and
- Costs associated with outreach activities and mailings for each group meeting, not to exceed $600 per group.

The grant program allows county agencies, private child placing agencies, tribal agencies, and community nonprofit agencies to apply for a grant with the Department of Children and Families to reimburse for qualifying expenses. Agencies shall apply for the grant on form DCF-F-5314-E, Application for Start-up and/or Maintenance Funding for Relative Caregiver Support Groups, and shall submit this application electronically to the Department. Completed applications are to be submitted to Michael Hoffmeister at michael.hoffmeister@wisconsin.gov. The deadline for submission of the application is December 28, 2018.

The grant application shall include an agency plan that addresses all of the following:

1. How the agency will use the grant funding to support relative caregivers. This summary shall include specific information regarding what the agency will implement, as allowed under each qualifying category.
2. The associated cost for activities related to development or maintenance of Relative Caregiver Support Groups. The associated costs shall be specific to the activity the agency is engaging in.
3. Measures for how the agency will track and assess the effectiveness of the groups and how the agency will maintain relative caregiver support following the completion of the funding availability on September 30, 2019.

Within 90 days of the conclusion of the grant program, the agency shall submit an exit summary to the Department that includes all of the following:

1. How the agency used the grant funding to improve support for relative caregivers;
2. The total associated cost to the agency for activities to improve support for relative caregivers; and
3. The effectiveness of the activities as measured by the agency.

Reimbursement provided to agencies through the grant program shall be reimbursed as funds allow, up to
$148,600 total statewide in Federal fiscal year 2019. Agencies that receive the grant shall allocate the funding they receive within Federal fiscal year 2019.

CENTRAL OFFICE CONTACT: Program and Policy Analyst
Bureau of Permanence and Out-of-Home Care
608-422-6751

MEMO WEB SITE: https://dcf.wisconsin.gov/cwportal/policy
Links: DCF-F-5314-E, Application for Start-up and/or Maintenance Funding for Relative Caregiver Support Groups
https://dcf.wisconsin.gov/forms