

# FY 2011-12 NBPB

Commonwealth of  
Pennsylvania

Office of Children,  
Youth and Families



**NEEDS BASED PLAN AND BUDGET  
NARRATIVE TEMPLATE**

## Budget Narrative Template

The following pages provide a template for counties to use to complete the narrative piece of the 2011-2012 Needs Based Plan and Budget. All narrative pieces should be included in this template; no additional narrative is necessary. Detailed instructions for completing each section are in the Needs Based Plan and Budget Bulletin, Instructions & Appendices.

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

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

# ARMSTRONG COUNTY

## Needs Based Plan and Budget FYs 2009/10, 2010/11, and 2011/12

Version Control	
Original Submission Date:	08/13/2010
Version 2 Submission Date:	
Version 3 Submission Date:	
Version 4 Submission Date:	

## Section 2: NBPB Development

### 2-1: Executive Summary

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

In 2009 Armstrong County was named a Phase Two County under Pennsylvania's Permanency Practice Initiative (PPI). This designation and the consequent surge of resources will continue to have a significant impact on the county agency during FY's 2010-2011 and 2011-2012. Although a number of the PPI practices are in place, others are in the process of being established and developed. Staff has participated in Family Finding and Family Development Credentialing training activities. Additional training is planned. New tools and strategies are resources for caseworkers in their work with children and families. This is an exhilarating and challenging time as Armstrong County CYF continues to move its practice into the 21<sup>st</sup> century.

#### Priority 1: Advance Pennsylvania's Permanency Practice Initiative in Armstrong County

- Three month court reviews occur for children in substitute care.
- The Family Finding practice is accepted, established, and utilized.
- CYF agency staff demonstrates a working knowledge of and is committed to the 3-5-7 Model as a practice paradigm, preparing children for permanency.
- Casework practice reflects more reliance on Family Group Decision Making and MST as effective interventions.
- Family Development Credentialing is offered and provided to Armstrong County's frontline family workers.
- The work of the LSI paralegal is well integrated into agency practice.

Priority 2: Casework staff is proficient in conducting safety assessments, including the soon-to-be-released substitute care piece of the Safety Assessment and Management Process.

Priority 3: Full compliance with *Fostering Connections to Success and Increasing Adoptions Act* with special recognition of:

- Wider reliance on kinship foster care for the county's children who must be separated from their parents.
- Improved transition planning and services for young people who age-out of the child welfare placement system.

Priority 4: Improve the placement stability measure for children in substitute care in order to minimize the adjustments children must make when separated from parents.

Priority 5: Replace the county agency's current automated case management tracking system (ChildNet-PA) with the Child Accounting and Profile System (CAPS).

Accepting and living within this measure of change is a challenge in itself for many staff members. One or two of the above stated priorities could easily represent a full year's work. Establishing this longer list, albeit many are interrelated, is quite the enterprise. Managers will be key to successfully creating a climate that facilitates learning and growing professionally. As we add new strategies to our practice, staff members will be better prepared and equipped to help make the child welfare intervention more effective, more collaborative with families, and less stressful.

2-2a. Collaboration

Entity	County Engagement
<p><b>County Children and Youth Agency Staff</b></p>	<p>Direct service staff and their respective supervisors are in unique positions to offer valuable insight and observations related to service delivery. The CYF administrator and casework supervisors routinely solicit this type of feedback during the course of periodic staff meetings as well as in the context of issues surrounding the agency=s child welfare interventions with families. The identification of service gaps and brainstorming activities aimed at meeting identified needs are commonplace. CYF agency staff members, i.e., clerical, fiscal, casework, and management employees, participate in finding solutions related to improving service delivery and/or improving the overall efficiency and effectiveness of the agency=s operation.</p> <p>The county executive officers have appointed a CYF Advisory Committee to review and make recommendations pertaining to the county's children and youth social services program. One of their important duties is to consult with agency staff in the development of the annual plan and budget estimate. During meetings in the spring 2010 input from the advisory committee members was obtained and incorporated into this Plan for FY 2011-2012.</p>
<p><b>Juvenile Probation Staff</b></p>	<p>The county=s chief juvenile probation officer and his staff are actively involved in developing the service needs of children and families. Frequent meetings occur among the county=s child welfare and juvenile justice staffs. Juvenile Probation staff members are participants in OCYF licensing visits and budget meetings, CFSR activities, and ICSI meetings.</p> <p>In addition, there are frequent opportunities to problemsolve and partner around children and families that the two systems share as clients, our <a href="#">Acrossover@ youth</a>. These instant situations help to crystallize gaps, identify service needs, and plan for addressing those needs. We are in the process of developing a comprehensive plan to better serve our clients in common under the SCR (Shared Case Responsibility) OCYF Bulletin.</p>
<p><b>Juvenile Court and Family Court Judges and Legal Counsel for Parties</b></p>	<p>In June 2010 the CYF administrator also requested plan input from the County's two juvenile court judges. Information from the court's perspective has been provided to the CYF agency and, consequently, has been included in this Plan. Further documentation of participation by the juvenile court is contained in the Assurance of Compliance/Participation Form.</p>

Entity	County Engagement
	<p>A stronger Local Children’s Roundtable developed as a consequence of the statewide Roundtable Summit in Pittsburgh in November 2009. Stronger collaboration between the judiciary and youth authorities, the CYF agency solicitor, guardians ad litem, child and parent advocates, academic experts, and others in the community, as members of our Roundtable, is leading to more effective functioning in the county’s child dependency matters.</p>
<p><b>Family Members and Youth, especially those who are or who have received services</b></p>	<p>A strong argument can be advanced for placing this segment of the community at the top of the list of individuals from whom the county agency should solicit input and feedback. Parents and children, service recipients, can provide insight and observations from a most meaningful perspective. Staff must be careful not to rush to dismiss clients’ remarks which at times may stem from adversarial positions. County agency staff must remain open to receive clients’ input and carefully evaluate clients’ feedback.</p> <p>Supervisors routinely assess service delivery through personal contact with clients or through a mailed survey. A survey on the county’s youth in substitute care, 11 years of age and older, was conducted during FY 2009-2010, updating the county agency’s December 2006 study. Many positive findings were established.</p> <p>Youth receiving IL services often meet as a group throughout the year as part of their IL programming. In the course of these meetings, IL staff routinely seeks input on program and system improvement/recommendations from the participants. This feedback has been instrumental in restructuring certain facets of the IL program, making it more responsive and meaningful to the county’s youth.</p>
<p><b>Child, Parent, and Family Advocates</b></p>	<p>Advocates and advocate organizations are well represented in the membership of the county’s Integrated Children’s Services Initiative (ICSI) team and in the Communities That Care (CTC) Prevention Board. One stellar advocate organization, PA Families Inc. (PFI), and its representative participate in planning under ICSI, CTC, as well as in the county agency’s Implementation Team for Family Group Decision Making. Common concerns about children with special needs are voiced. The power of families being brought together as a group is used to bring about change in the community, county, and state.</p> <p>C&amp;Y staff as members of these collaboratives is able to receive valuable input from these child, parent, and family</p>

Entity	County Engagement
	<p>advocates, helping to make us as service providers more sensitive to families' needs.</p>
<p><b>Mental Health and Mental Retardation service system</b></p>	<p>During 2009 with the Integrated Children=s Services Plan (ICSP) Initiative well established and continuing into 2010, concentrated planning connections occurred among MH/MR, D&amp;A, education, juvenile probation, and child welfare partners. A series of meetings among these principals has transpired during the past year. Additional meetings are planned.</p> <p>A cross-systems training event is planned for 2010 as part of the county=s ICSP Initiative. Staff members from the county=s social service agencies will have an opportunity to learn about the various child and family serving systems by selecting from an array of presentations. MH/MR, D&amp;A, and C&amp;Y fund the event with facility support provided by Lenape Vocational Technical School.</p> <p>The MA-Realignment Initiative, of course, has brought the C&amp;Y and MH/MR systems into even closer communication and collaboration. Meetings and frequent phone conversations occur between the two systems= staffs in an effort to help make meeting the mental health needs a priority for children served in the child welfare system.</p>
<p><b>Drug and Alcohol Service System</b></p>	<p>During the spring 2009 a D&amp;A intensive case manager position solely dedicated to working with child welfare clients was created and funded through the use of county HealthChoices reinvestment funds. This new employee of the Single County Authority works to motivate and remove any barriers to clients' treatment.</p> <p>The input of providers of D&amp;A assessment and treatment services has been solicited through the CYF administrator's participation in meetings of the FSSR Collaborative Board, the CASSP Agency Directors' Team, and the Student Assistance Program Coordination Team.</p> <p>The CYF administrator occupies a seat on the Board of Directors of the Armstrong-Indiana Drug and Alcohol Commission. This provides the CYF administrator with unique learning opportunities and also a forum to voice certain observations. The CYF agency continues to experience a significant increase in parent clients who have serious D&amp;A problems that interfere with their care and supervision of their young children to such an extent that their children must enter substitute care. This issue along with ungovernable youth with serious drug abuse problems are taxing the resources of the county agency.</p>

Entity	County Engagement
<p><b>Early Intervention System</b></p>	<p>County agency staff has strong ties with the providers of early intervention services. Through various programs offered by the Family Counseling Center (the MH/MR base service unit), Intermediate Unit 28 and through our county=s Head Start Program, children are able to access necessary early intervention services. These resources are receptive and responsive in a timely manner with the public child welfare agency=s requests for service on behalf of clients.</p> <p>CYF agency staff is a member of the IU=s Local Interagency Coordinating Council which meets regularly to identify unmet needs and problemsolve around early intervention issues. Many CYF agency foster parents participate in a Fortified Families, a biweekly parents= group which meets with a facilitator/trainer; often early intervention strategies are the focus.</p> <p>Act 146 of 2006 requires county agency staff to conduct developmental screenings of any child under the age of three years who is a victim in a confirmed case of child abuse. This law and practices under it serve to further bond child welfare work with the early intervention community. When concerns or delays are identified, the child welfare caseworker will refer the youngster for a comprehensive developmental evaluation. Referrals and communication between child welfare and early intervention are increasing.</p>
<p><b>Local Education System</b></p>	<p>Educators were also involved in providing input for consideration in the preparation of this Plan. Their input was gathered through CYF agency staff's frequent contacts with school district officials as well as during meetings related to projects in which both CYF staff members and school officials participate, e.g., the day treatment multidisciplinary team and the development of a high impact, short-term alternative placement program. In addition, as the ICSP Initiative has moved forward, the involvement of school districts= staff members and staff from Intermediate Unit 28 are tapped through their participation as members of the CTC Delinquency Prevention Board.</p>
<p><b>Community Organizations which provide support and services to children and families</b></p>	<p>The routine meetings of the county agency=s MDT (Multidisciplinary Child Protection Team) present a unique opportunity to gather input and planning recommendations. The agency's MDT is composed of professionals from various disciplines representing law, medicine, mental health, law enforcement, drug and alcohol treatment, child day care, education, sexual</p>

Entity	County Engagement
	<p>assault and domestic violence victim services, and various other social services. These individuals meet monthly at the agency to assist CYF agency staff in evaluating child abuse/neglect and assisting in treatment planning for children and their families.</p> <p>The MDT members in the course of their monthly meetings become acutely aware of the diverse needs found in the families staffed before them. This type of input from professionals who work with children and families is invaluable in the preparation of a Plan such as this one.</p> <p>A Communities That Care (CTC) movement has been in existence in Armstrong County for 10 years. CTC is an empirically-based approach to addressing five serious adolescent problem behaviors: substance abuse, delinquency, teen pregnancy, school drop-out, and youth violence.</p> <p>The county completed its Delinquency Prevention Plan under CTC. An active Prevention Board meets on a regular basis and has analyzed the data collected on the indicators related to the CTC model=s 20 risk factors.</p> <p>A fourth Risk and Resource Assessment was completed in 2010. The top two adolescent problem behaviors were found to be substance abuse and delinquency. The five priority risk factors which were identified are: availability of drugs, early initiation of the problem behavior, community laws and norms favorable toward drug use, family history of the problem behavior, and transitions and mobility.</p> <p>Appropriate intervention strategies aimed at abating the risk factors under Promising Approaches will be identified by the Delinquency Prevention Board. Efforts will be made to identify funding sources to implement programming to address the identified risk factors. The work of the CTC Prevention Board and the documentation contained in this most recent survey will help support member agencies and school districts' applications for grant funded programming.</p> <p>The CYF administrator and the chief juvenile probation officer serve as two of the Akey leaders@ under CTC and are also active members of the Prevention Board. Consequently, the CYF agency and juvenile probation are well positioned to obtain insight and input into a variety of</p>

Entity	County Engagement
	youth issues related to a significant segment of the youth population served by the CYF agency and the juvenile probation department.
<b>Current Service Providers</b>	<p>The county agency staff regularly obtains input from CYF foster parents and from the private provider community.</p> <p>CYF agency staff has many opportunities to obtain planning input from Armstrong County foster parents. In the course of routine foster home visits, county foster parent association meetings, and other events, foster parents are asked about suggestions for program improvements. In addition, a foster parent serves as a member of the C&amp;Y Advisory Committee.</p> <p>The private provider community is also a key player in child welfare interventions in Armstrong County. Meetings between individual provider agencies and the county agency staff occur on an as needed basis dictated by an instant case as well as for longer-range planning purposes during program marketing visits by providers to the county agency.</p>

**2-2b. Data Collection Details**

Resource	Data Collected	Date of Data
US Census Bureau	Population; poverty statistics	2008
AFCARS	Child Placements	2005 - 2010
HZA Armstrong County Data Package	Outcome Measures and Performance Indicators	2005 - 2010
County Agency Data Tracking Programs	Children/Families Served	2005 - 2010

## 2-3: Meeting Mandates

### 2-3a. PA Rules of Juvenile Court Procedure

- What steps are the county taking to address this mandate?

The county agency has fully implemented the new *Rules of Juvenile Court Procedure*. The last area to be addressed in our county was the conducting of permanency reviews for children who are adjudicated dependent and under the protective supervision of the agency while they continue to reside in their own homes. As of June 1, 2010 all adjudicated dependent children who reside at home with their families have their cases reviewed by the Juvenile Court at least once every six months.

### 2-3b. Truancy

- What steps are the county taking to address this mandate?

The county agency has a well established history of working with school truant youth. CYF staff accepts referrals of truant youth and the agency offers an array of intervention services including access to day treatment services. The county agency hosts the Day Treatment Multidisciplinary Team composed of educators and county agency staff who meet monthly to review day treatment students= progress and to staff prospective students= admissions.

A mentoring aftercare piece to the day treatment program was developed during FY 2006-2007 to meet an identified deficiency in successfully transitioning youth to their home schools. This aftercare programming was identified by us as a Pennsylvania Promising Practice (PPP) serving both dependent and delinquent youth during FY's 2009-2010 and 2010-2011. It is our recommendation and plan to continue offering this valuable mentoring service through our traditional funding channels during FY 2011-2012 and its continuation appears as a FY 2011-2012 Adjustment.

During the spring 2010 our Local Children's Roundtable began to focus on truancy in our county and is interested in exploring strategies that can be added to support existing efforts to successfully resolve students' school attendance issues. In May 2010 the Pennsylvania State Roundtable and its Truancy Workgroup issued their report, *Truancy: A Call to Action*. This report has been distributed to the Local Children's Roundtable membership and it is serving as a foundation for discussion and problemsolving. A new intervention strategy for truant youth is proposed in this FY 2011-2012 Needs-Based Plan as a result of this focused review by our county's Roundtable.

In Section 6-3d, Alternatives to Truancy Prevention, a Check & Connect model truancy prevention program is proposed for Armstrong County implementation during FY 2011-2012. Check & Connect is a model designed to promote students' engagement with schools and to prevent youth from dropping out. Check & Connect first evolved from a study funded by the U.S. Department of Education, Office of Special Education Programs. The model was initially developed for urban middle school students with learning and behavioral challenges and was designed to promote students' engagement with school and learning, and to reduce and prevent dropping out. Check & Connect is highly regarded as an evidence-based program and appeared as one of the featured truancy prevention programs in *Truancy: A Call to Action*, the May 2010 report generated by the Truancy Workgroup of the Pennsylvania State Roundtable.

### 2-3c. Quality Assurance Process

- What steps are the county taking to address this mandate?

The county agency examines the CYF staff members' effectiveness in claiming for Title IV-E revenue through a number of different strategies. Counties are required to ensure that any moment-in-time surveyed as part of the Random Moment Time Study (RMTS) is accurate as to the activity code that is noted, the existence of auditable documentation, and the resultant claim made for the Title IV-E funds.

County agency staff has participated in Title IV-E training events and has implemented policies and practices which will help ensure that the state's IV-E guidelines are followed. As per QA guideline standards, the fiscal officer conducts random supervisory reviews of individual claims. Questions are addressed and, if a training need surfaces, it is provided.

The visits to the county by the state's Title IV-E Quality Assurance Review Team have been very helpful. In November 2009 the QA Team reviewed 33 children's cases; 100 percent compliance was noted. In April 2010 the Team reviewed 29 children's cases; 100 percent compliance was once again established. County agency staff continues to safeguard the integrity of the Title IV-E payments received by the county.

### 2-3d. Fostering Connections

- What steps are the county taking to address this mandate?

The February 24, 2009 Special Transmittal has been implemented in respect to notification of adult relatives, licensing waivers for relatives, placing siblings together, educational stability, assurance of school attendance, personalized transition plans, extension of services to youth achieving permanency at age 18 years, health oversight, federal adoption tax credit notice, and the promotion of adoption of children with special needs. The Special Transmittal dated December 30, 2009, issued on January 12, 2010, titled "Fostering Connections to Success and increasing Adoptions Act of 2008 – Adoption Program Requirements" has been shared with all county agency staff impacted by its content.

On May 3, 2010 a locally held SWAN training event on the Fostering Connections legislation was conducted by Eleanor Bush, Esq. All agency casework staff members participated in this training.

Meetings have occurred between agency management team members and the agency solicitor. The solicitor has completed legal research to address questions. County agency policies and new forms have been developed to obtain and organize information from parents and older children on possible kinship care resources. Diligent search activities for relative placement resources are conducted by our full-time paralegal placed at our agency through the Legal Services Initiative.

### 2-3e. Safety Assessment

- What steps are the county taking to address this mandate?

Armstrong County partnered with Indiana and Jefferson counties in the training of staff. The county agency management team participated in the 18 hours' training series on March 30, 31, and April 1, 2009. CYF caseworkers were trained during two separate series on April 29, 30, and May 1 and on May 13, 14, and 15, 2009.

The county agency administrator requested technical assistance from the Child Welfare Training Program. Numerous TA sessions occurred during 2009 and 2010 in an effort to improve CYF staff members' skills using this model and to establish a degree of reliability among staff members in completing safety assessments.

On April 30, 2010 the OCYF Regional Safety Lead and the county agency's OCYF Program Representative visited the agency to review the agency's implementation of the Safety Assessment and Management Process. Many positive remarks were made by the OCYF reviewers. A good, basic foundation exists, workers are "getting it," and growth is evident over the months of implementation. Two suggestions were made. The protective capacity piece, on several safety assessments, did not appear to be a "good fit" with the identified threat. Secondly, a number of safety assessments had only one protective capacity identified. The reviewers reminded county agency staff that if two or three protective capacities fit, all of them should be listed.

County agency staff is prepared to be trained and to implement the substitute care piece of the Safety Assessment and Management Process during FY 2010-2011.

### 2-3f. Children & Family Services Act of 2006

□ What steps are the county taking to address this mandate?

One key component of the **Children and Family Services Improvement Act of 2006** requires that caseworkers= visits with children in substitute care be tracked. These visits are to be monthly, in the placement setting, and centered around meeting the needs of the children. The following is noted:

- § Caseworkers visit their children in foster care at least monthly and preferably in the placement setting. Supervisors monitor caseload coverage to help assure that children are seen.
- § Current record documentation practice adequately supports tracking of visits.
- § County agency fiscal staff collates and report this visitation data.
- § No policy or practice changes are necessary to achieve the threshold standard of monthly caseworker visitation.

The PA Child Welfare Training Program is conducting research to determine the impact the use of technology has on improving quality visitation with children in out of home care, as well as whether the use of technology impacts caseworker practice related to engagement, job satisfaction, and professionalism. Intervention counties have been provided tablet mobile technology to be used in their work. Armstrong County, however, is serving in the control group of counties, continuing to use current methods and practices.

### 2-3g. Development Evaluation & Early Intervention Referral

□ What steps are the county taking to address this mandate?

**Act 146 of 2006** enabled Pennsylvania to become compliant with the Federal Child Abuse Prevention and Treatment Act (CAPTA). One of this Act=s requirements is for the county agency to screen for developmental delays any child under the age of 3 years who is a victim of a substantiated case of child abuse and, when appropriate, refer the child and family to early intervention services. This has become routine practice for this population of young children since its September 1, 2008 implementation. The Ages and Stages Questionnaires are used.

If the results of the screening indicate that a child has a qualifying score (a suspected delay), the caseworker will cause a referral to be made for early intervention (EI) services. A more complete developmental assessment will be conducted by EI.

Moreover, in an effort to comply with the practice recommendation contained in OCYF Bulletin 3490-08-01, efforts are underway to complete screenings on all open cases of children under 5 years of age. The county agency has enlisted the assistance of its principal provider of in-home services, Holy Family Social Services (HFSS), in meeting this practice recommendation. HFSS staff has been trained to administer Ages and Stages. It is noteworthy to mention that the administration of this questionnaire also serves as a useful tool in engaging parents.

Armstrong County staff inputs the required data to support the three-phase study on the Ages and Stages Questionnaire Screening Initiative.

### **2-3h. CFSR Outcomes and Continuous Quality Improvement**

- What steps will the county take to develop or enhance a continuous quality improvement process related to the CFSR outcomes and themes?

CFSR findings from Pennsylvania's 2008 audit identified five areas requiring improvement. These areas are described below in respect to Armstrong County's standing.

**Youth and family engagement.** Pennsylvania Act 76 of 2006 requires courts to personally consult with children regarding their permanency plans. This has been a routine practice in Armstrong County. On isolated occasions when the child is not available, the child's views are ascertained to the fullest extent possible and expressed to the court by the guardian ad litem or the youth's counsel.

Moreover, youth are involved from the beginning in the development of their case plans. Their views are taken into consideration and help shape the direction of placement goals and permanency plans. Youth receiving IL (Independent Living) services have many opportunities to provide feedback which helps guide service.

Surveys of youth in placement also help county agency staff to identify and address deficiencies in practice which may defeat youth engagement and empowerment.

Two strategies are in use to emphasize the importance of family engagement: (1) renewed efforts to focus on the role of families in the development of their case plans through training activities and (2) FGDM (Family Group Decision Making) practice. County agency supervisors monitor the development of case plans and with regularity offer suggestions for family involvement and, subsequently, evaluate family involvement in the development of the case plan. Efforts are being made to more completely document the family's involvement in the case plan itself.

FGDM is a premier practice to obtain family involvement in generating their service plan. It is the intent for this practice to be offered to more families in FY's 2010-2011 and 2011-2012.

County agency staff was trained in Family Finding during the fall 2009. The use of this practice represents an extension of the county agency staff's commitment to family engagement.

FDC (Family Development Credentialing), a staff development and credentialing program, for frontline family workers will also serve to enhance service providers' engagement skills from a strengths-based practice perspective. Armstrong County, as a Permanency Practice initiative County, plans to offer its first FDC series to a class of students in the fall 2010.

**Timely permanence.** Armstrong County has experienced significant success in achieving permanency for children. The county agency recently completed its two years' work with the ABA's Permanency Barriers Project and the final report described positive permanency outcomes. See pages 13 and 14 for more details on the PBP.

Concurrent planning, i.e., working intensively toward reunification of a child with his or her own family while, at the same time, developing an alternative plan for the child's permanency, is practiced. Its purpose is to overcome barriers and delays in securing permanent families for children in substitute care.

The county was named a Phase Two County under Pennsylvania's Permanency Practice Initiative (PPI) last summer. The goal of this Initiative is to incorporate strength-based social work practices with specific court related changes that will safely accomplish a number of things, e.g., reduce the number of children entering placement, reduce the length of placement episodes, and reduce reentries.

**Assessments identifying underlying issues.** Armstrong County's practice reflects complete assessments that explore and document issues beyond the presenting problem. Caseworkers interview all age-appropriate children separately. Collateral contacts with extended family members and others are also made and those findings are considered. Mental health, physical health, and education records are routinely obtained. The input of community service providers with whom the family is working is solicited in an attempt to better understand the scope of the family's issues. New collaborations have been forged with providers. Our community D&A service provider and the CYF agency, for example, have adopted a new protocol for families struggling with D&A issues which will improve our assessment of this key area impacting individual and family functioning.

**Transition planning.** Although the county agency has a strong IL program, youth and county agency and provider staffs are looking at what pieces can be added to help insure successful transition. The IL service provider and the CYF caseworker are seeking the valuable input of youth in helping to shape a program that is more meaningful and successful. In addition, during FY 2010-2011, continuing efforts will be made to examine other practices around transition planning and how they could be implemented for the benefit of the county's youth. Family Finding is playing a pivotal role in certain youth's transition with the identification of an overlooked life connection.

A discrete transition plan document has been developed and will become a part of the child's permanency plan. The transition plan addresses: life connection, housing needs, educational needs, financial needs, physical and behavioral health needs, and any other needs identified by the youth. This plan is presented for the court's review at least three months before the youth's discharge from placement.

Under Armstrong County's FY 2009-2010 Integrated Children's Service Plan Initiative, a transition-of-age lead case manager position was proposed and funded. Adolescents and young people obtain the support and advocacy of the lead case manager in negotiating their

successful move between the child and adult-serving systems. The goals of service are tied to the three key child welfare items: life connection, permanent home, and source of income.

**Enhancing quality of practice.** The county agency staff follows a Continuous Quality Improvement (CQI) process to guide improvements in service delivery. The four CQI phases of assessment, planning, implementation, and evaluation are followed.

- Organizational Needs Assessment

In the interests of assessing staff training and technical assistance needs that impact outcomes, CYF agency management team members and staff from the Child Welfare Training Program met in the spring 2009 to complete the county agency's Organizational Needs Assessment. A report was issued and it has served as a basis for identifying training activities. For example, the safety assessment and management process was identified as a priority and technical assistance has and is continuing to be offered. Compliance with Fostering Connections and Increasing Adoptions Act was also identified. Training was provided in May 2010.

- Quality Improvement CYF Staff Member

One major way the county agency examines and promotes quality practice is through the use of a county agency staff person who conducts agencywide QA activities. The appointment of a management-level person to this position occurred in October 2007. Key responsibilities of this individual include developing, reviewing, analyzing, and evaluating the effectiveness of agency programs for dependent and delinquent children and their families in meeting the agreed upon performance indicators and objectives.

County agencies, moreover, are required to track data in respect to the following goals:

1. Reabuse within 6 and 12 months after discharge from placement
2. Adjudication of delinquency (for a new misdemeanor or felony charge) within 6 and 12 months after discharge from placement
3. Whether any dependent/delinquent youth has reentered placement or been incarcerated within 6 and 12 months after discharge from placement
4. For any dependent/delinquent youth leaving custody/responsibility of the agency at age 18 years or older, does the youth have a permanent residence, a source of income to support him/herself, and a life connection?

The county agency's quality assurance staff person prepared a plan and educated partners on their respective roles in helping to track this information. Juvenile Probation, the IL service provider, and CYF staff members are involved in this process

- Permanency Barriers Project

Armstrong County began its Permanency Barriers Project with the ABA=s Center on Children and the Law on July 1, 2007. This Project and the work of its Multidisciplinary Advisory Board helped to evaluate agencywide performance in respect to what is a key portion of the child welfare mission. Valuable insight was provided around permanency performance with strategic planning efforts addressing identified deficiencies. One facet that received considerable attention was youth who are aging out of substitute care. This project was completed in

December 2009. The results indicate that on the average Armstrong County children achieved permanency six months sooner in 2009 than in 2007. The average length of time to achieve permanency in 2007 was 29 months, compared to 23 months in 2009. Based on these results ABA staff concluded that Armstrong County saved \$353,220 in child placement costs.

- Permanency Practice Initiative

In July 2009 Armstrong County was named a Phase Two County under Pennsylvania's Permanency Practice Initiative (PPI). Children, 5 years of age and younger and their older siblings, are identified as our target group of children. Under PPI, Armstrong County established three month court reviews of children in substitute care, Family Finding, and Family Development Credentialing. The three remaining hallmarks of PPI have been in place: family search capacity, Children's Roundtable, and Family Group Decision Making. Many older children outside the target group are also receiving some of these services under this initiative. All ages of children, however, will be phased into the PPI by the end of the 2011-2012 fiscal year.

### 2-3i. Shared Case Responsibility

- What steps are the county taking to address this mandate?

County agency staff and the juvenile probation department staff are working to operationalize the "Shared Case Responsibility Policy and Procedures" Bulletin that was issued in May 2010. A workgroup has been established that includes C&Y (casework and fiscal) and JPO representatives, as well as other key individuals including, an OCYF program representative, a guardian ad litem, C&Y solicitor, district attorney, and public defender. The President Judge reviews the work completed in draft form and offers suggestions. An implementation plan on SCR will be submitted to the WROCYF by August 31, 2010.

### 2-3j. The Child Abuse Prevention and Treatment Act (CAPTA) – Guardian Ad Litem training

- What steps are the county taking to address this mandate?

Training for GAL's was discussed at the Executive Board meeting of our Local Children's Roundtable on June 2, 2010. Page 20 of the instructions of the FY 2011-2012 Needs-Based Plan which details this issue was distributed and reviewed at this meeting. Armstrong County is fortunate to have an experienced attorney who has served as GAL for dependent children for many years. She also serves on the Executive Board of the Local Children's Roundtable. On occasion, due to conflicts, other attorneys may be appointed to serve as GAL's in Armstrong County.

At the June 2 meeting our President Judge mentioned the issue of the appointment of counsel for dependent children who are also "status offenders" in addition to the appointment of the GAL. Heretofore, the attorney has dually functioned as GAL and counsel. The President Judge recommended that this practice not continue. Consequently, there may be additional attorneys who serve as a youth's counsel who could also benefit from this core training.

Our county is planning for participation in the core training of the principal GAL, her substitutes when conflicts arise, any newly appointed GAL's, and counsel for youth. Mileage and lodging expenses for the cost of these attorneys to attend the core training will be billed within the Juvenile Act Proceeding Cost Center.

### 2-3k. Chafee Foster Care Independence Program (CFCIP) - National Youth in Transition Database (NYTD) – Baseline Survey

- What steps are the county taking to prepare to address this mandate?

Armstrong County is committed to responsibly implementing the federal NYTD (National Youth in Transition) requirements under Pennsylvania's planned phased-in approach. Armstrong County will begin reporting on the required outcomes information on October 1, 2010 for the baseline population using the web based statewide survey tool. This survey tool will also be accessible to youth.

During the summer 2010 the county agency and its principal IL services provider, HFSS (Holy Family Social Services), are conducting a series of meetings aimed at improving our IL service delivery to this population of youth. HFSS staff currently inputs youths' information into the PILOTS data collection system. The implementation of this new reporting requirement, which will eliminate PILOTS, has also been made a part of these planning and review discussions.

OCYF Bulletin 3130-10-03 issued August 9, 2010 provides additional guidance to county agencies on the implementation of the NYTD.

### 2-3l. Emergency and Disaster Planning

- What steps are the county taking to address this mandate?

One of the requirements of the **Children and Family Services Improvement Act of 2006** requires that the county agency have a disaster plan in place which, among other items, would address the unique issues associated with foster children in foster homes at the time of a disaster

- § Armstrong County's planning specialist under its Department of Public Safety works with the various departments of county government in developing their respective Continuity of Operations plans.
- § A Child in Foster Care/Emergency Disaster Plan form has been adopted for use by the county agency to cover the foster family relocation angle of this issue.
- § The county agency is in the process of refining its disaster response plan.

### 2-3m. Time Limited Family Reunification (TLFR)

- What steps are the county taking to address this mandate?

At this time the county agency is not participating in TLFR.

If your county is currently receiving Federal IV-B TLFR grant funds and you are requesting a continuation of TLFR program with state funds please answer the following questions:

- 1) The desired outcomes for the TLFR program may include a combination of the following:
  - a. Reduce the length of time that children spend in foster care.
  - b. Reduce the re-entry rates for children returning to county custody.
  - c. Reduce the number of placement moves for children in foster care.
  - d. Increase the stabilization of families who have a child in foster care in order to facilitate reunification with the family within 15 months.
  - e. Increase the rates and timeliness of reunification of children with their families.
  - f. Increase the success in locating absent parents as permanent resources for their children.
  - g. Enhance the working relationships between the CCYA and other agencies and service providers at the county and community levels to support families.
  - h. Enhance the CCYA's use of child profiles and child preparation for children in placement with a goal of reunification.

Each CCYA must select a minimum of three outcomes. Identify and describe the outcome goals for your grant program from SFY 2008-2009 to SFY 2010-2011. Identify and describe if you plan to make any changes to your goals for SFY 2011-2012.

- 2) Identify and describe the results of the program during the grant funding period. i.e. How many children were reunified within 15 months? How many placements did the children experience?
- 3) What services and activities do you plan for SFY 2011-2012?
- 4) What changes, if any, will you be making to the program at the conclusion of the grant funding?
- 5) Did you realize any under spending of TLFR funds during any SFY?
  - a. If yes, please explain what changes, both programmatic and administrative, that you have made to ensure that you do not have under spending for SFY 2011-2012.

## Section 3: General Indicators

### 3-1: County Information/Background

#### □ Population and poverty trends

The county's total population is 67,973 with 13,661 (20.1 percent) of these residents under the age of 18 years. This statistic is obtained from the 2008 American Community Survey 1-Year Estimates of the U.S. Census Bureau. An examination of previous years' figures indicates that there have been slight, almost negligible decreases, over the past several years.

The same Census Bureau citation with detail of Selected Economic Characteristics for 2008 estimates that 13.1 percent of all county families with related children under 18 years of age have income below the poverty level. The corresponding statewide percentage figure is 14.1 percent. This economic and social issue becomes pronounced, however, when you examine it among families with related children under 5 years of age. The Armstrong County percentage rises to 26.9 percent. The corresponding statewide figure is 16.3 percent. Poverty impacts families with the youngest children with a greater frequency. Armstrong County greatly exceeds the statewide average poverty index in respect to families with very young children.

#### □ Issues in annual licensing review and/or the Quality Services Review

There were no regulatory violations during the county agency's 2010 licensing. A recommendation, however, was made to closely track response timeframes for GPS assessments. There were several GPS intake referrals in which the identified response time was not met. Although an adequate explanation was offered, additional efforts needed to be made to insure that response times are met.

The two areas of noncompliance from the 2009 licensing inspection pertaining to the 10-day supervisory logs being completed in a timely manner and the receipt of FBI clearances for all resource families were resolved.

#### □ Other Changes or Important Trends

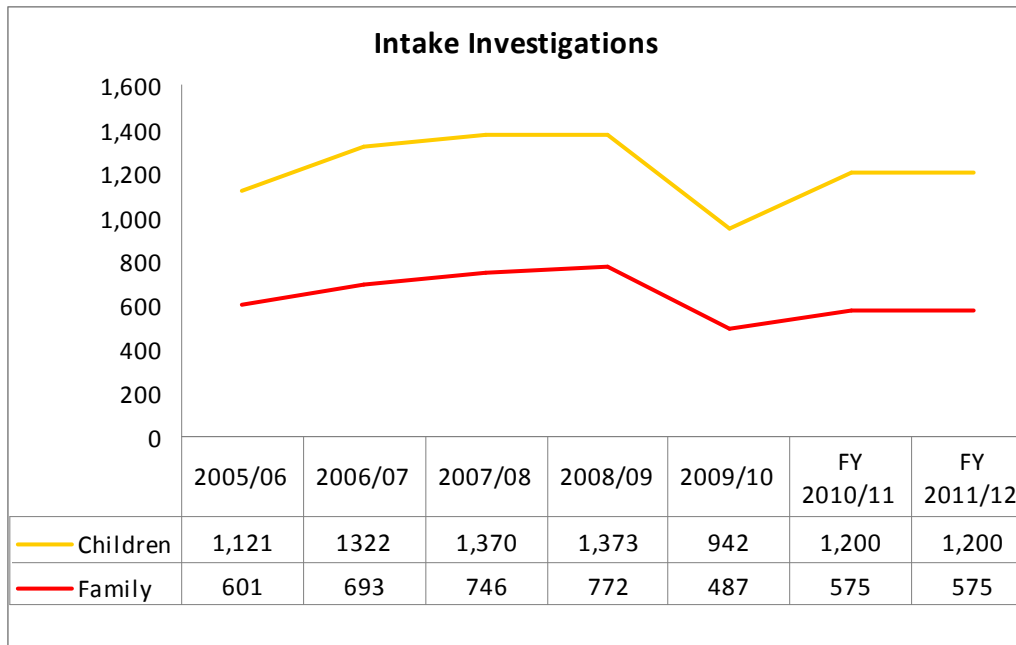
No other population or client trends are noted at this time.

Three important changes, however, in Armstrong County are:

- The county's selection as a Phase Two County under Pennsylvania's Permanency Practice Initiative (PPI) last summer. A significant number of practice changes discussed elsewhere are evolving as a consequence of this Phase Two designation.
- A spotlight on the increased use of kinship foster care and improved transition planning for youth aging-out of substitute care continue to be the focus of much attention.
- The phasing out of ChildNet-PA as the county agency's case management system and the adoption of CAPS during FY 2011-2012.

### 3-2a. Intake Investigations

Insert the Intake Investigations Chart (Chart 1) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

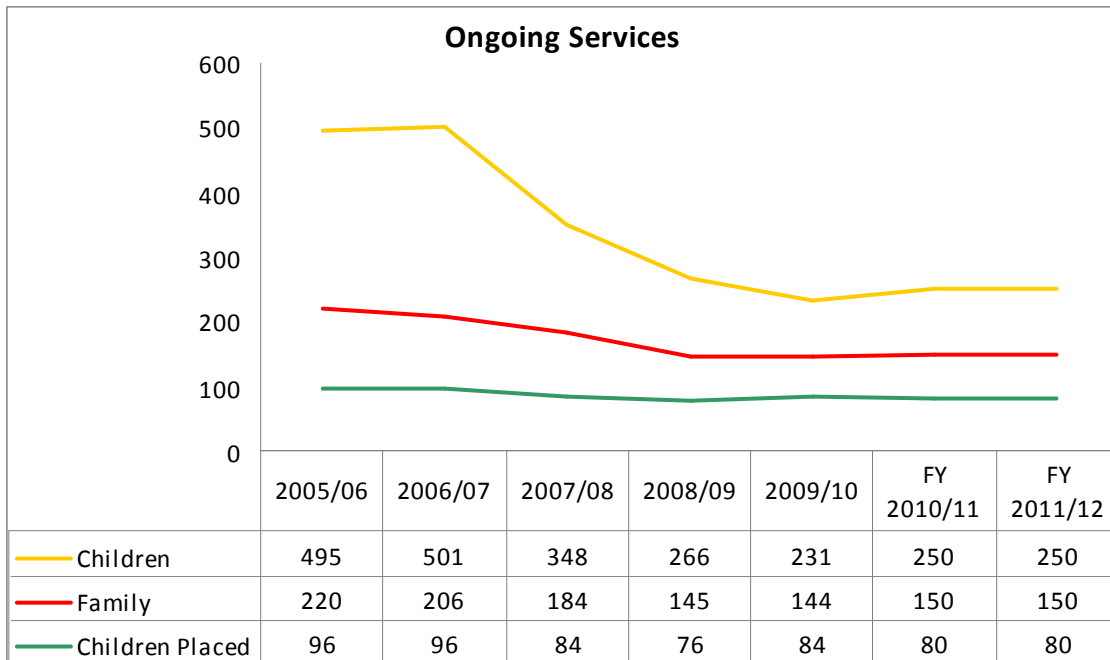


The number of families referred during FY 2009-2010 is paradoxically greatly reduced from the trend established with previous years' figures. It is expected that child abuse and child neglect would rise during periods of economic hardship. That has not been Armstrong County's experience for FY 2009-2010.

Given the solid figures of the four fiscal years between 2005-2006 and 2008-2009, county agency staff members believe that the FY 2009-2010 figures represent an anomaly and, consequently, did not rely on this one year's experience for projections. It is believed that service levels will return to the more common occurrence characterizing the county's other recent years. Fiscal years 2010-2011 and 2011-2012's projections reflect this analysis.

### 3-2a. Ongoing Services

- Insert the Ongoing Services Chart (Chart 2) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



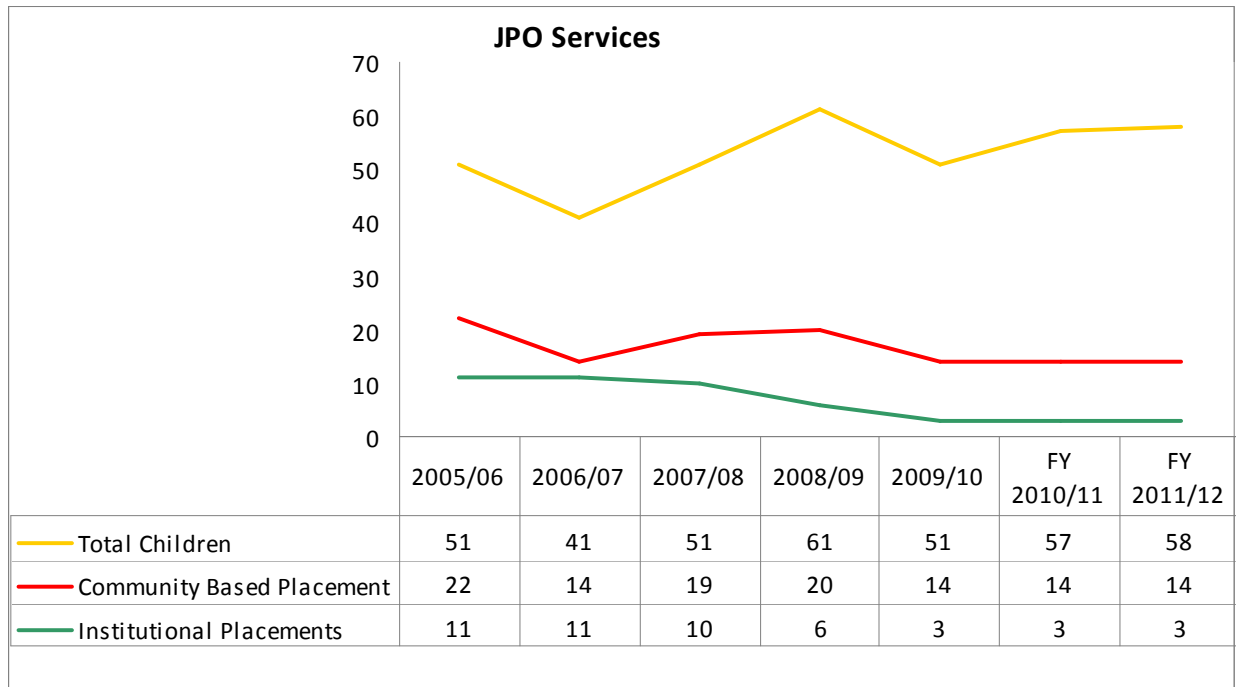
Fewer families and children are served as open cases through the county agency. Intake caseworkers, working with families during the first 60 days, are skilled at linking families to community resources to remedy family issues. Over the last few years, specialized mental health services for children have been developed (e.g., strengths-based MH services) and the number of mental health service providers has also increased. The county also has strong early intervention services, an IU-sponsored parenting program (Fortified Families), an active Parents Anonymous Program (PA Family Support Alliance), and Big Brothers Big Sisters of America. SAP (Student Assistance Program) teams are well established in the schools; team members identify at-risk students, engage students and parents, and make referrals. The development of these family support resources has played a substantial role in the diversion of cases from the public child welfare agency. Parents are able to access help for their children's behavior or the conflict between them and a teenage son or daughter. With this support and guidance, parents are able to successfully parent.

The number of children placed has decreased 12.5 percent between FY's 2005-2006 and 2009-2010. This is a function of the availability of in-home family support services including the specialized mental health services described above, FGDM, MST, day treatment, and the day treatment aftercare and mentoring program.

Service levels are projected to remain at these reduced levels that began to occur during FY 2007-2008.

### 3-2a. JPO Services

- Insert the JPO Services Chart (Chart 3) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



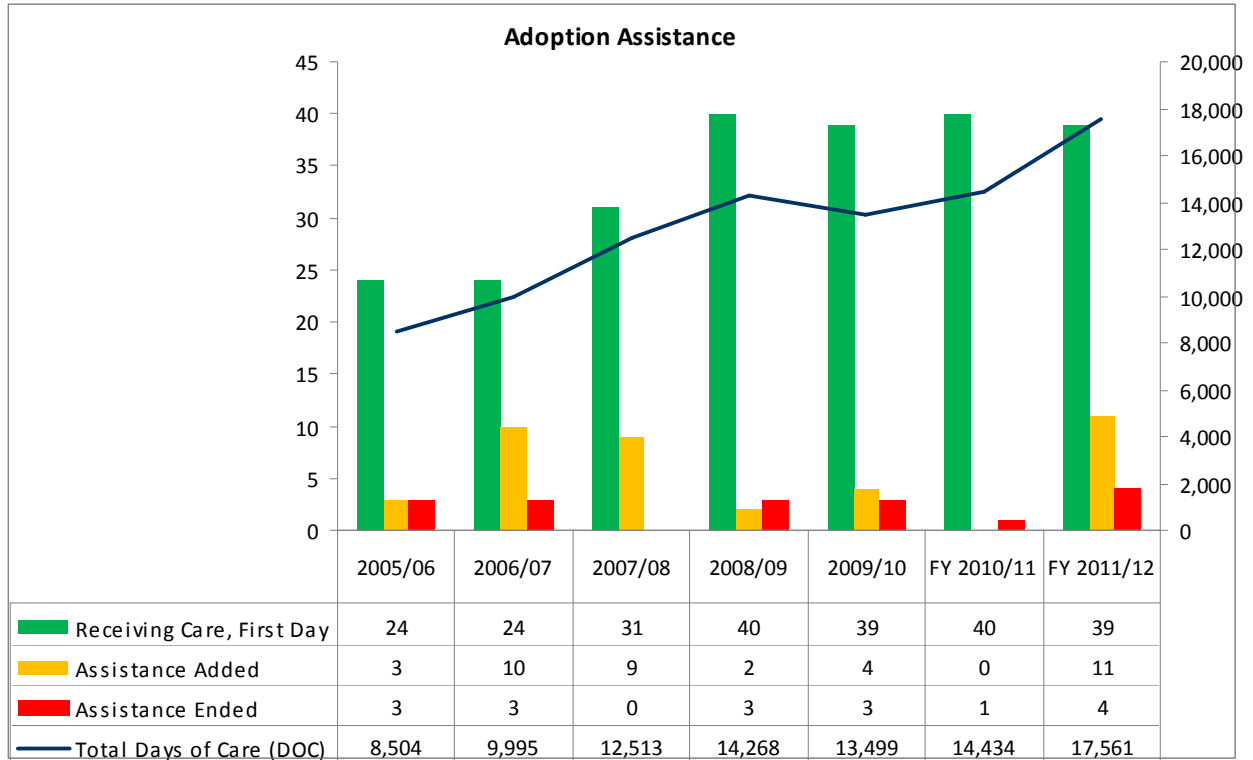
Click to Paste Chart

There has been a steady decline in referrals to Juvenile Probation since 2005. Referrals have decreased by 47% from 2005 to 2009. The most significant reduction has been the number of juveniles referred to Juvenile Court for nonpayment of citations. This has decreased by 62%. Dispositions have declined by 49%. The most significant reductions have occurred in Fines and/or costs ordered (68% reduction) and Warned, Counseled, Case Closed (74%). These are the dispositions associated most with referrals from the magistrates. Informal Adjustments and Probation cases have declined by 41%. Consent Decrees have increased by 121%. Placement cases have declined by 53%. The overall decrease in all these categories is 29%. Although these numbers would suggest a concurrent reduction in services, this has not been the case. Over the same period of time the average number of children receiving services has remained relatively stable (51). This is attributed to more children entering the system with family or mental health services needed. According to the Census Bureau, although the overall population of Armstrong County is declining, the number of youth under 18 has remained stable. It is anticipated that community based and institutional placements will remain relatively stable but that in home services will increase.

## ARMSTRONG COUNTY

### 3-2b. Adoption Assistance

- Insert the Adoption Assistance Chart (Chart 4) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

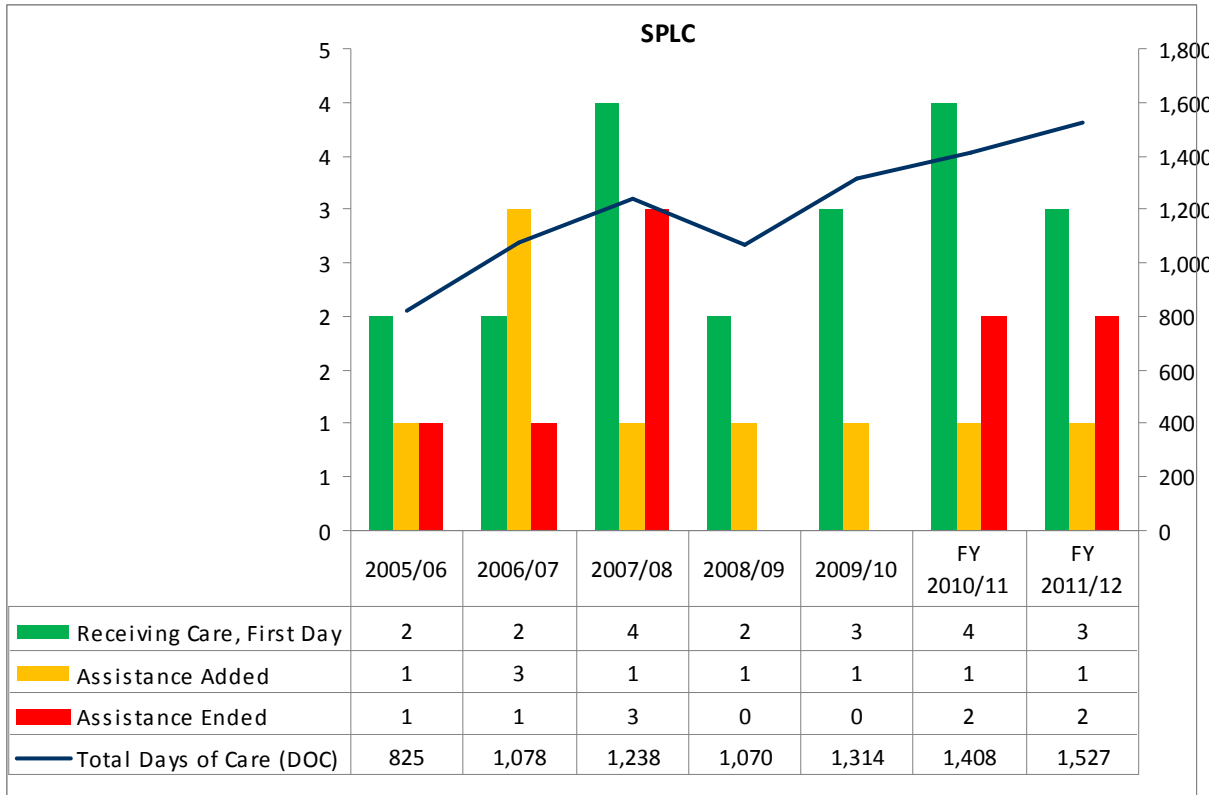


The mission of the agency to assure permanent, stable homes for children by promoting the adoption of those children for whom intense efforts at reunification have failed is demonstrated herein. Children are finding permanency through adoption. This chart shows the steady growth of adoption assistance. A 62.5 percent increase in the number of children receiving adoption assistance on July 1, 2005 compared to July 1, 2009 is noted. These children's birth parents were unable to correct the conditions that led to the substitute care placements of their children in a reasonable period of time. Many of these parents experienced serious substance abuse issues that they were unable to resolve. Under ASFA practice, permanency for these children was obtained through adoption.

## ARMSTRONG COUNTY

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

- Insert the SPLC Chart (Chart 5) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

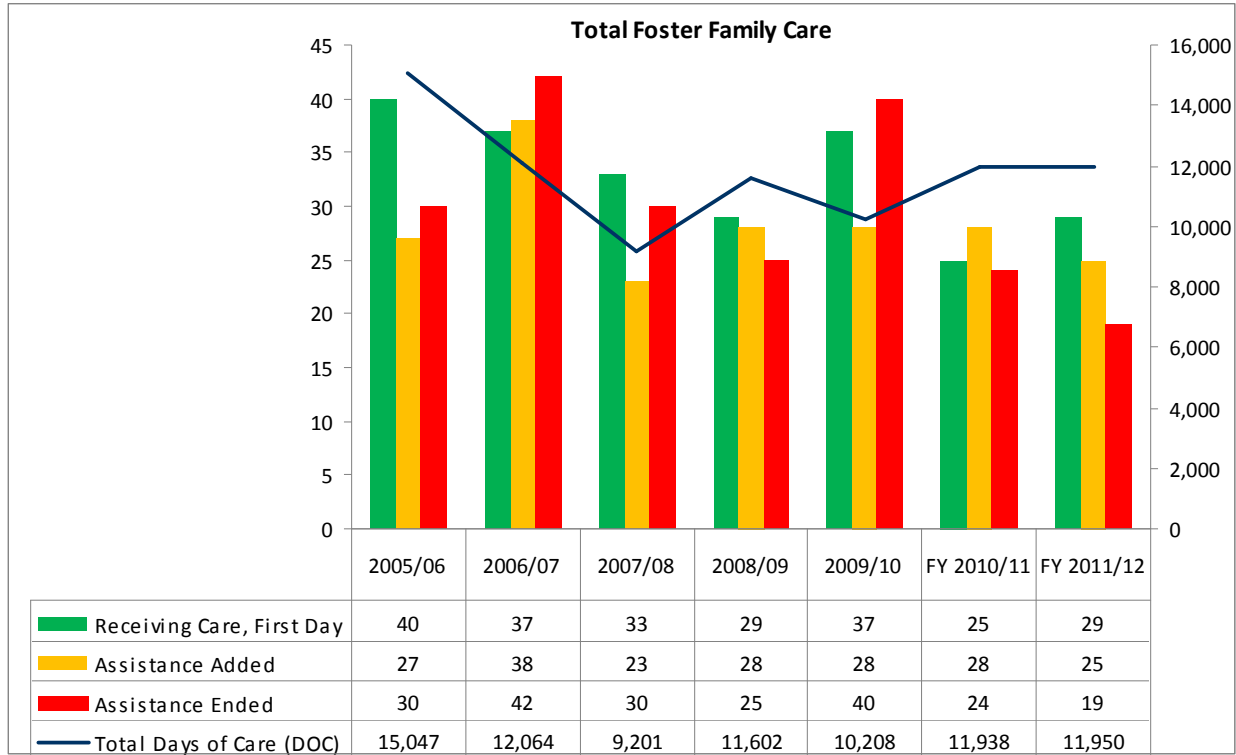


With these single digit small numbers it is not possible to discern a trend in respect to SPLC (Subsidized Permanent Legal Custodianship). At any one time, examining the five completed fiscal years, 3 to 5 children were in a SPLC living arrangement. The figures for FY 2010-2011 are firm figures with SPLC in one youth's permanency plan and two youth will be exiting. FY 2011-2012 allows for the addition of one new SPLC placement and for two known placements to end due to age.

## ARMSTRONG COUNTY

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

- ❑ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

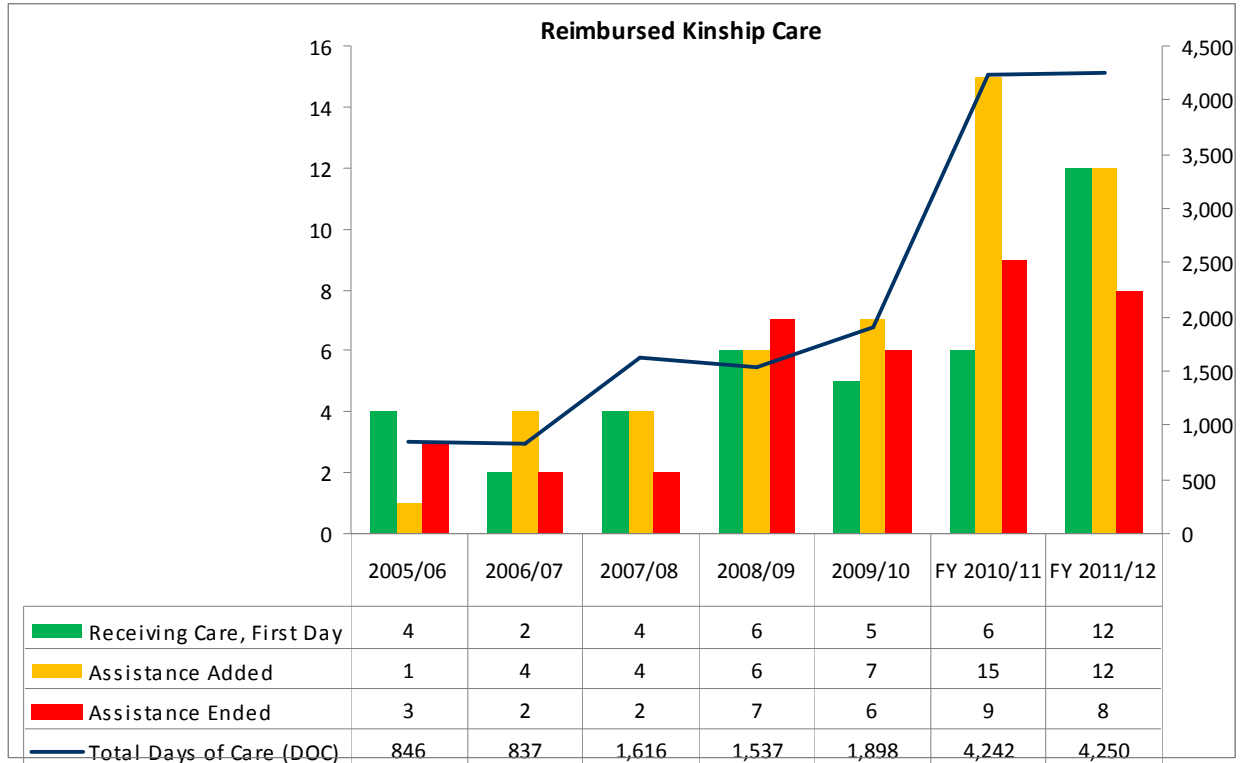


The number of children in foster family care and the total DOC (days of care) have declined significantly between FY's 2005-2006 and 2009-2010. A decrease of 32.2 percent in DOC is noted. FGDM, day treatment, and MST as well as other family support programs have helped the county agency staff avoid separating children from their families. The agency's foster family care population is projected to remain at this reduced level. It is believed that the reductions over the past five years have reached a saturation point where they will not continue to decrease. FY 2007-2008 appears to be an aberration with the reduced DOC figure. The number of children served (56) in that year, for example, closely matches FY 2008-2009 (57 children) in which 2,401 additional DOC were provided. The projections for FY's 2010-2011 and 2011-2012 are realistic. Placement will be required for some children's safety and the less restrictive placement of foster family care will be the choice.

## ARMSTRONG COUNTY

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

- ❑ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



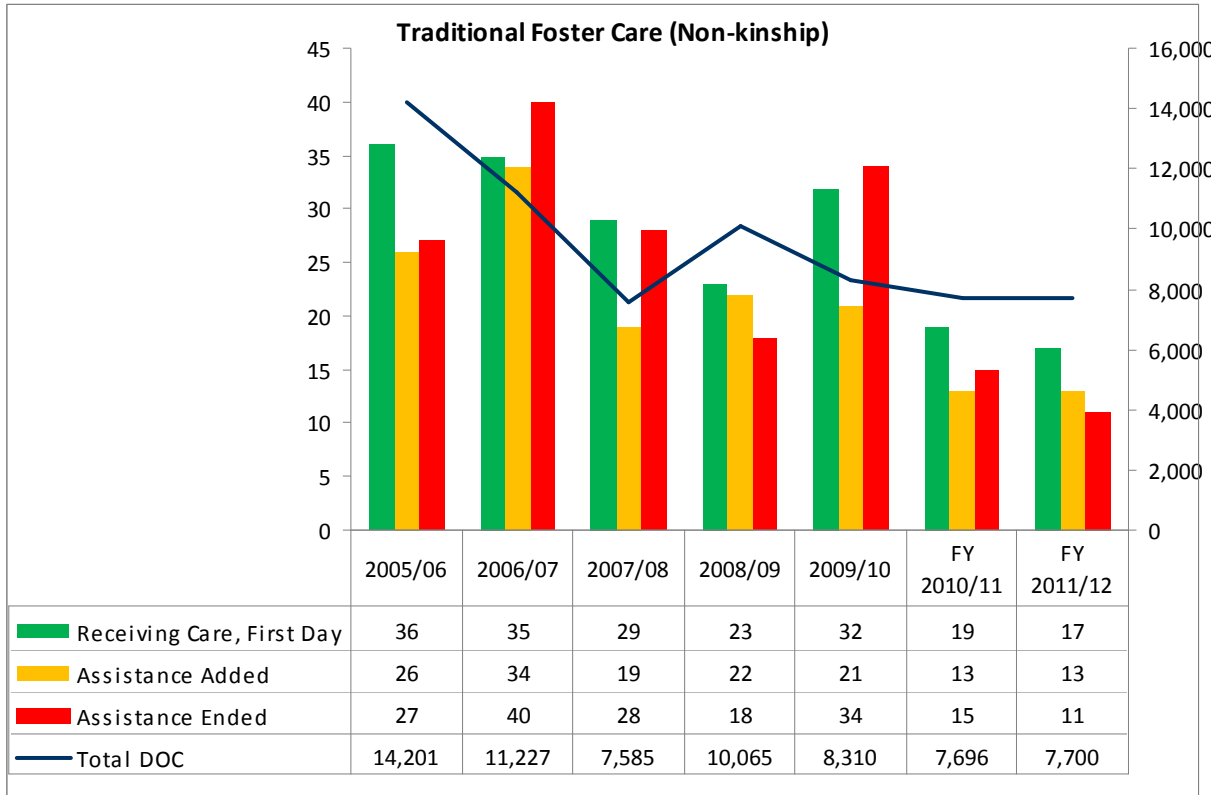
Kinship care is identified as a priority area for Armstrong County child welfare practice. Complying with DPW kinship care policy standards and the 2008 federal legislation, *Fostering Connections to Success and Increasing Adoptions Act*, will result in a shift in the county agency's foster care population. More kinship foster care, less traditional (non-kinship) care is the planned trend.

Routine practices of the county agency help to support this orientation, e.g., family finding, diligent searches by the county agency's LSI paralegal, use of the Accurant for Government search engine, FGDM, and the ongoing staff development and training activities.

## ARMSTRONG COUNTY

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

- ❑ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

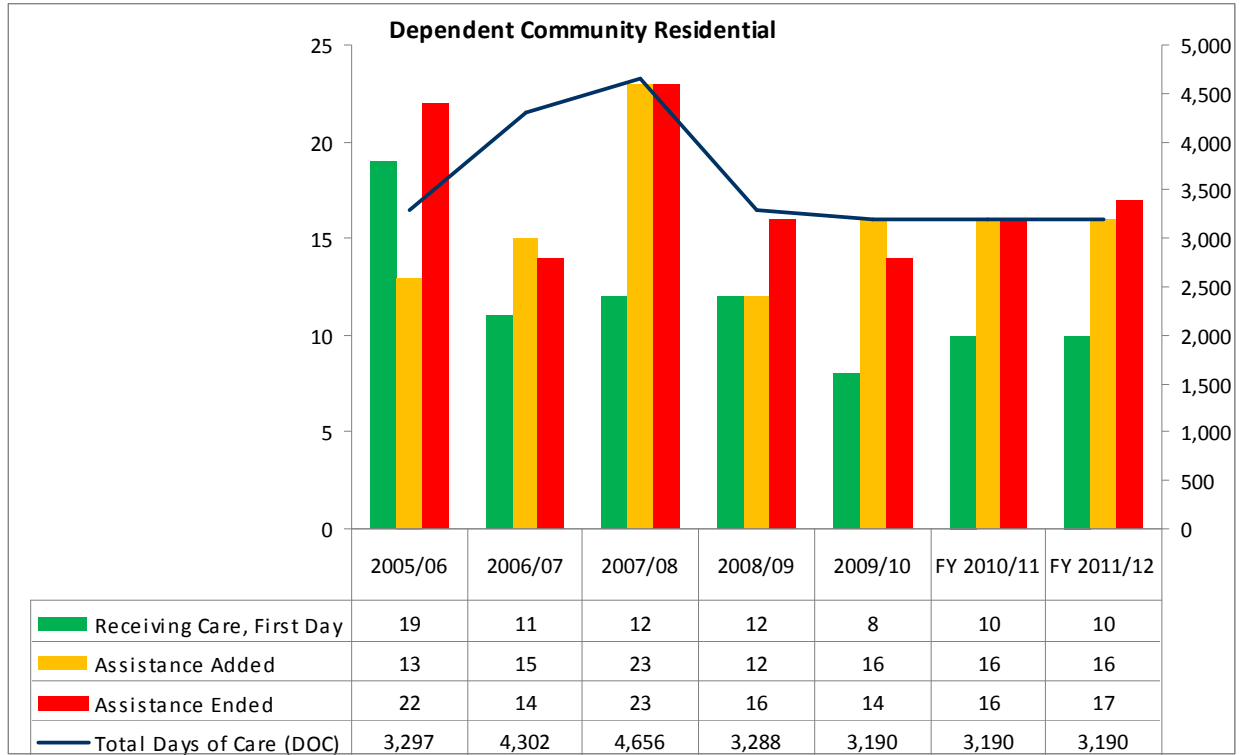


The use of traditional (non-kinship) foster care is expected to continue declining from the FY 2009-2010 level as a result of the priority that Armstrong County is placing on kinship foster care. This reduced level is stabilized over the two projected years' figures.

## ARMSTRONG COUNTY

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

- ❑ Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



The advent of MST has greatly helped divert youth from group home placement. The numbers of children served in group home placements over the past five fiscal years are 32, 26, 35, 24, and 24.

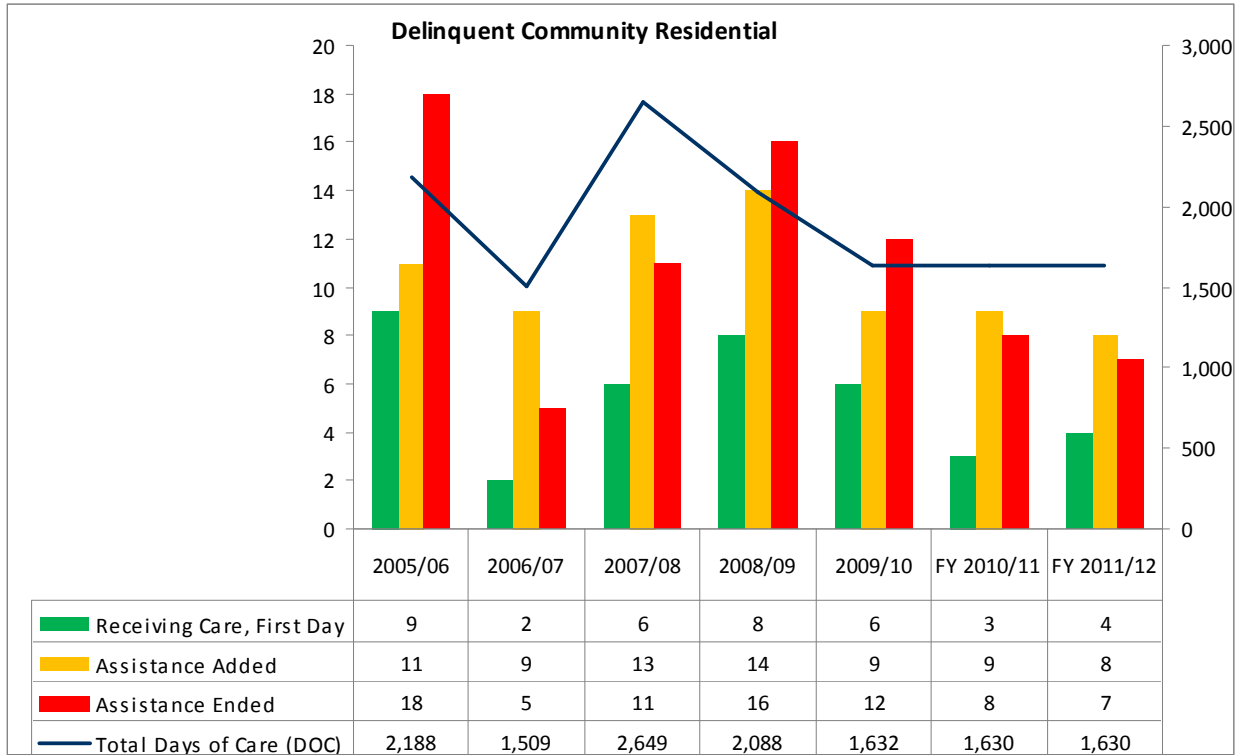
The specialized and therapeutic foster home placements that are offered today also serve to curb youths' admissions to group homes, honoring the least restrictive placement principle.

A variety of mental health and D&A placement services are also directly accessible to parents for their children. Parents need not surrender custody of their children for MH or D&A treatment.

## ARMSTRONG COUNTY

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

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

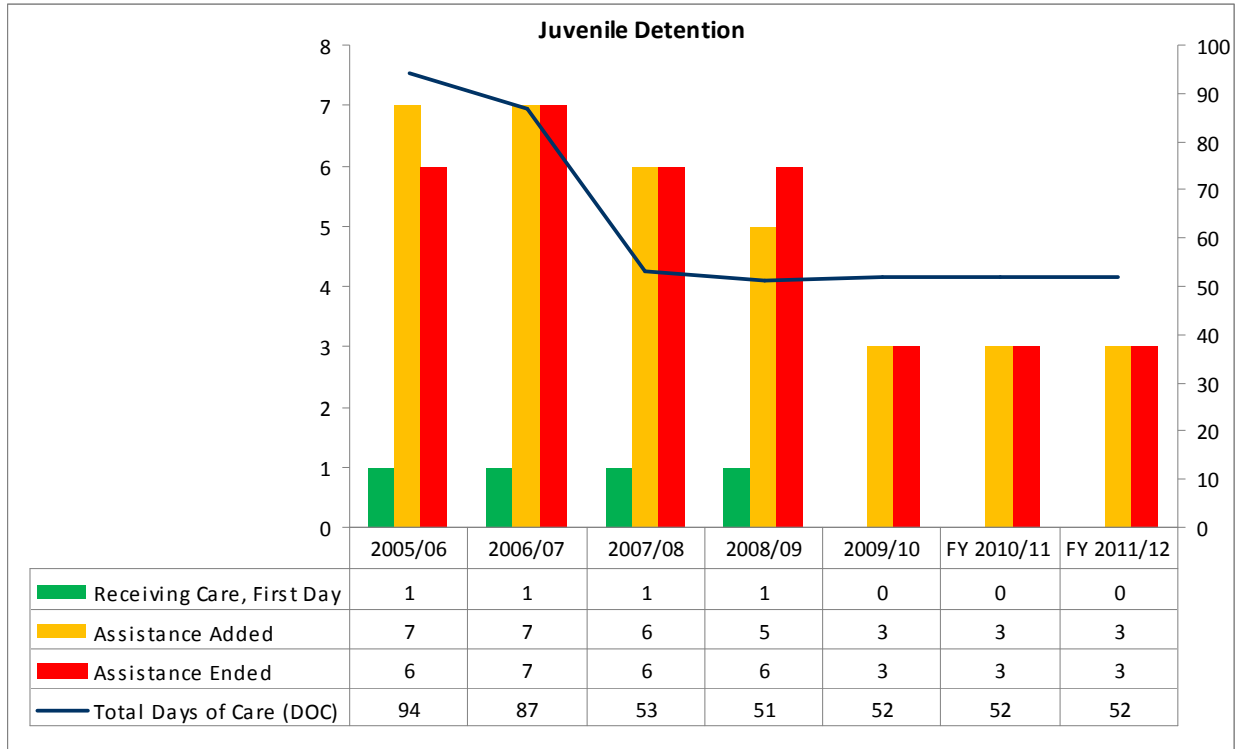


Armstrong County has been relatively consistent in the number of children placed outside the home for delinquent allegations. The numbers have fluctuated between 9 and 14 over the past five years. There was a drop from 08/09 to 09/10 which is attributable to the emergence of Multisystemic Therapy as an alternative for dysfunctional families. Both children and parents have responded to this approach and it is anticipated that this will impact the out of home placements keeping them at the same level or possibly reducing them. Over this period of time the number of juveniles charged with Burglary has significantly declined however the number charged with delivery of a controlled substance and felony theft has remained the same. While Aggravated Assault charges declined, Indecent Assault charges remained the same. These are the offenses most likely to be brought before the juvenile court with potential for placement.

## ARMSTRONG COUNTY

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

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

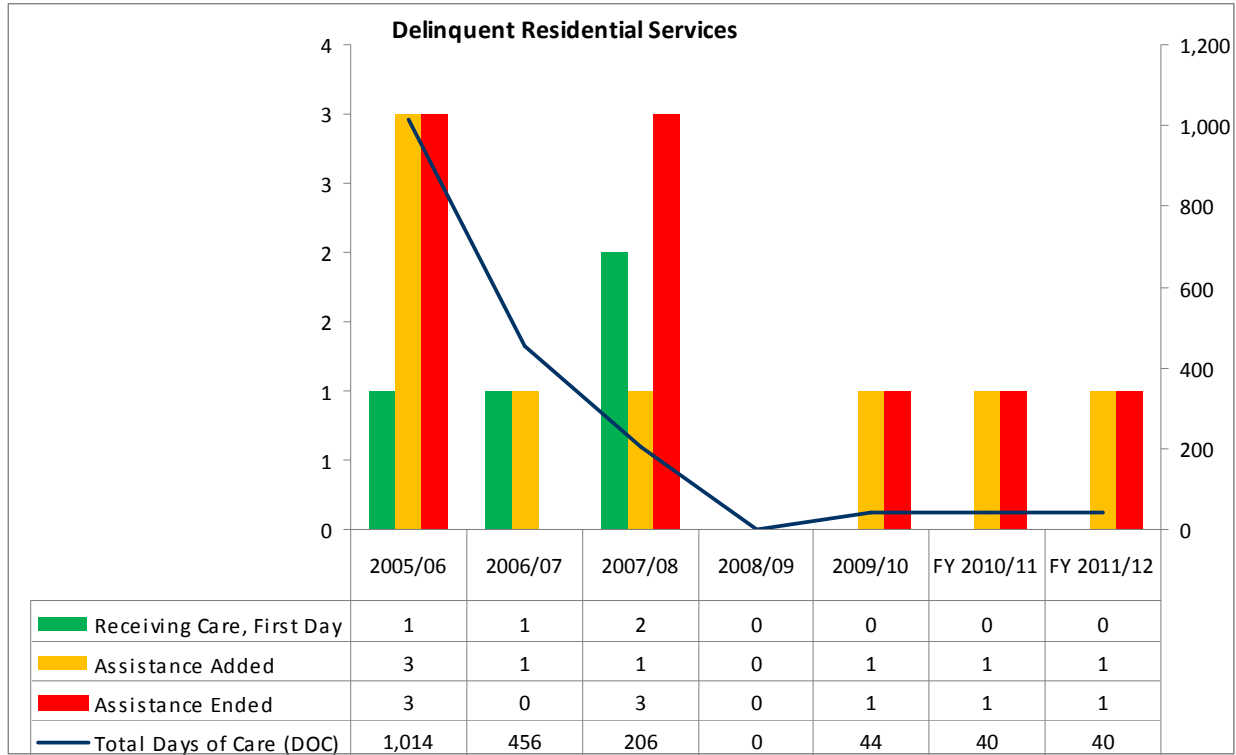


Juvenile Detention will remain low. Armstrong County utilizes alternatives to secure detention as much as possible. Often times a juvenile who is eligible for detention, is entered into shelter care. No formalized assessment tool is used by Juvenile Probation. The officer who handles the request for detention assesses the situation and determines if another family member is a resource. If this is not feasible, provided the juvenile's demeanor is appropriate, shelter care is the preferred alternative. It is anticipated that the use of detention will remain relatively stable. The reduction in the number of juveniles charged with Burglary and Aggravated Indecent Assault has declined. These are categories of offenses for which secure detention is most likely to be requested by the police.

## ARMSTRONG COUNTY

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

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



Armstrong County has always tried to utilize services other than secure residential treatment. The most significant use of the Youth Development Center occurred during 2005-06 when a number of juveniles were in placement for sexual offending. As indicated earlier although the number of Indecent Assault charges has remained stable there was a significant decrease in the number of juveniles charged with Aggravated Indecent Assault. As a general rule, if placement is required, Armstrong County will attempt to place a juvenile in a community based program wherever possible.

## ARMSTRONG COUNTY

### 3-2e. Aging Out

- Insert the Aging Out Chart (Chart 14). If the county does not have sufficient data to analyze trends, describe how the county plans to track this data in the future.



Armstrong County is projected to experience its largest number of youth aging out of substitute care during FY 2011-2012. Transition planning for the county’s youth is established as a priority and it is discussed in Section 2-3h, “CFSR Outcomes and CQI.”

FGDM is being used regularly with this population of young people to nail down transition plans. Family Finding has been added as a resource for these individuals.

The three key transition indicators identified on the above table are, of course, reflected in the content of the youth’s transition plan and will be routinely tracked.

ARMSTRONG COUNTY

**3-2f. General Indicators**

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

3-2a. Service Trends								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change
<b>Intake Investigations</b>								
Children	1,121	1322	1,370	1,373	942	1,200	1,200	-16.0%
Family	601	693	746	772	487	575	575	-19.0%
<b>Ongoing Services</b>								
Children	495	501	348	266	231	250	250	-53.3%
Family	220	206	184	145	144	150	150	-34.5%
Children Placed	96	96	84	76	84	80	80	-12.5%
<b>JPO Services</b>								
Total Children	51	41	51	61	51	57	58	0.0%
Community Based Placement	22	14	19	20	14	14	14	-36.4%
Institutional Placements	11	11	10	6	3	3	3	-72.7%
3-2b. Adoption Assistance								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change
<b>Adoption Assistance</b>								
Receiving Care, First Day	24	24	31	40	39	40	39	62.5%
Assistance Added	3	10	9	2	4	0	11	33.3%
Assistance Ended	3	3	0	3	3	1	4	0.0%
Total Days of Care (DOC)	8,504	9,995	12,513	14,268	13,499	14,434	17,561	58.7%
3-2c. SPLC								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change
<b>Subsidized Permanent Legal Custodianship</b>								
Receiving Care, First Day	2	2	4	2	3	4	3	50.0%
Assistance Added	1	3	1	1	1	1	1	0.0%
Assistance Ended	1	1	3	0	0	2	2	-100.0%
Total Days of Care (DOC)	825	1,078	1,238	1,070	1,314	1,408	1,527	59.3%

# ARMSTRONG COUNTY

3-2d. Placement Data								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change
<b>Traditional Foster Care (non-kinship)</b>								
Receiving Care, First Day	36	35	29	23	32	19	17	-11.1%
Assistance Added	26	34	19	22	21	13	13	-19.2%
Assistance Ended	27	40	28	18	34	15	11	25.9%
Total DOC	14,201	11,227	7,585	10,065	8,310	7,696	7,700	-41.5%
<b>Reimbursed Kinship Care</b>								
Receiving Care, First Day	4	2	4	6	5	6	12	25.0%
Assistance Added	1	4	4	6	7	15	12	600.0%
Assistance Ended	3	2	2	7	6	9	8	100.0%
Total Days of Care (DOC)	846	837	1,616	1,537	1,898	4,242	4,250	124.3%
<b>Foster Family Care (Total of 2 above)</b>								
Receiving Care, First Day	40	37	33	29	37	25	29	-7.5%
Assistance Added	27	38	23	28	28	28	25	3.7%
Assistance Ended	30	42	30	25	40	24	19	33.3%
Total Days of Care (DOC)	15,047	12,064	9,201	11,602	10,208	11,938	11,950	-32.2%
<b>Non-reimbursed Kinship Care</b>								
Receiving Care, First Day								#DIV/0!
Assistance Added								#DIV/0!
Assistance Ended								#DIV/0!
Total Days of Care (DOC)								#DIV/0!
<b>Dependent Community Residential</b>								
Receiving Care, First Day	19	11	12	12	8	10	10	-57.9%
Assistance Added	13	15	23	12	16	16	16	23.1%
Assistance Ended	22	14	23	16	14	16	17	-36.4%
Total Days of Care (DOC)	3,297	4,302	4,656	3,288	3,190	3,190	3,190	-3.2%
<b>Delinquent Community Residential</b>								
Receiving Care, First Day	9	2	6	8	6	3	4	-33.3%
Assistance Added	11	9	13	14	9	9	8	-18.2%
Assistance Ended	18	5	11	16	12	8	7	-33.3%
Total Days of Care (DOC)	2,188	1,509	2,649	2,088	1,632	1,630	1,630	-25.4%
<b>Juvenile Detention</b>								
Receiving Care, First Day	1	1	1	1	0	0	0	-100.0%
Assistance Added	7	7	6	5	3	3	3	-57.1%
Assistance Ended	6	7	6	6	3	3	3	-50.0%
Total Days of Care (DOC)	94	87	53	51	52	52	52	-44.7%

## Section 4: County Programs & Services

### ➤ 4-1: Children/Families not Accepted for Service

- ❑ How does the county determine a child/family is not accepted for service?

For screened in referrals, an intake assessment is completed within 60 days. The intake caseworker and supervisor meet regularly during the assessment phase. They are collaborating on determinations related to child safety, whether services are consistent with the level of assessed risk, and progress made toward reaching the need for continued services.

Based on the information gathered during the assessment phase, a decision is made to close the referral, i.e., not accept for service and to not open as a case. The following process is followed for screened in referrals in order to support that determination. Personal interviews are conducted with parents, children, and appropriate family members. The specific allegations guide the caseworker in identification of collateral sources. Collateral contacts may often include individuals in the community who may provide additional corroboration or details. Contacts with members of the professional community, e.g., healthcare providers, educators, attorneys, etc. may be appropriate. It is essential that the intake caseworker document these efforts to obtain complete information, recording their activities, as well as, when appropriate, securing written documentation of community professionals' records related to the evaluation of the allegations. Clients are asked to sign an authorization for the release of those necessary documents. In those instances in which clients refuse to sign such releases, the caseworker consults with his/her supervisor to evaluate the seriousness of not securing this information for assessment and planning purposes. The caseworker and supervisor decide if the absence of these materials is prohibitive for performing a proper assessment. In the event this material is required, relief is sought through the juvenile court to obtain this information, i.e., if the agency is successful in court, the family members will be directed to cooperate with C&Y agency staff in authorizing the release of this information.

All client and collateral contacts are fully documented in the written record. All relevant documents are also contained in the written record. The assessment and recommendations consider all data collected during the intake process. The case disposition will reflect this thorough assessment. The child welfare dependency allegations contained in the referral as well as any that surface during the investigation are evaluated and are not able to be substantiated in those referrals that are not opened as cases.

### ➤ 4-2: New/Enhanced Programs

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

A new program, "Safe Visitation," is proposed for FY 2011-2012. It appears as a Pennsylvania Promising Practice in subsequent pages of this Plan. And secondly, although technically not a new program or enhancement to an existing program, the county agency must replace its automated case management system in FY 2011-2012.

## ARMSTRONG COUNTY

**Safe visitation.** The county agency is seeking funding to support a safe visitation program for families with children impacted by divorce, custody, and separation. Armstrong County Common Pleas Court Judges have, in the past, had to rely on the overtaxed resources of the public child welfare agency to support child safety during visitation when there have been concerns about a parent's conduct. The county agency plans to contract with a private agency to provide a continuum of services to meet this identified need including various levels of supervised visitation, neutral pick-up/drop-off, conflict resolution between adults, and parenting instruction. Family Group Decision Making, when possible, will be used as a strategy to overcome conflict obstacles.

This proposed program is submitted as a Pennsylvania Promising Practice in a subsequent section of this Plan.

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

The new program will serve as a child dependency diversion and prevention program. Many families receiving these services will not need to become clients of the public child welfare agency in the immediate or distant future.

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

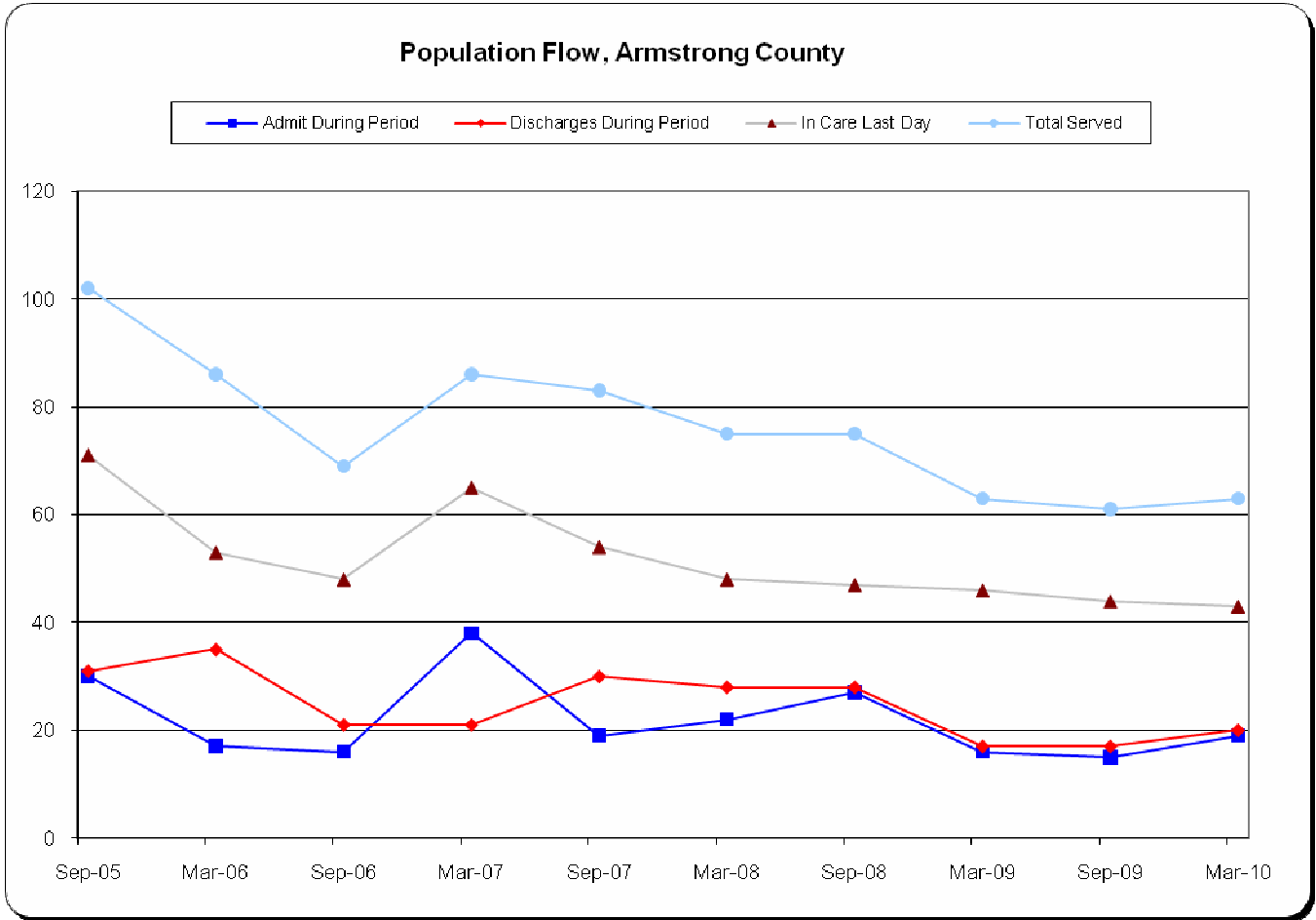
**Automated case management tracking system.** The county agency currently uses ChildNet-PA as its automated case management system. It is necessary for the county to abandon this system and adopt one of the existing assets that are approved as the hybrid solution to a statewide system. Armstrong County staff proposes to adopt CAPS (Child Accounting and Profile System) as its automated case management system for FY 2011-2012. The acquisition of this new system is described in the Information Technology Grant Application portion of this Plan.

# ARMSTRONG COUNTY

## Section 5: Outcome Indicators

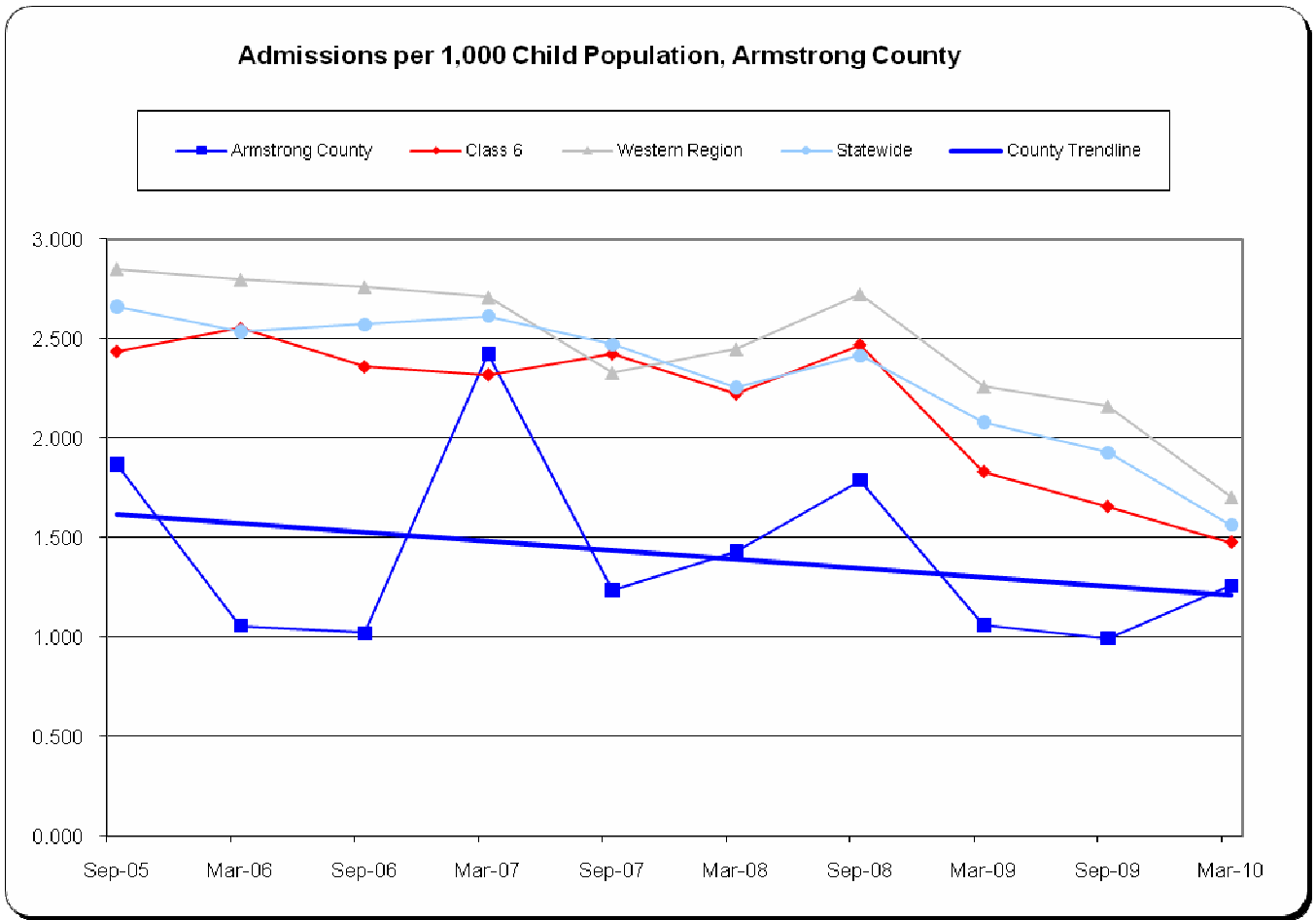
### 5-1a. Foster Care Population Flow (See HZA Data Package)

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



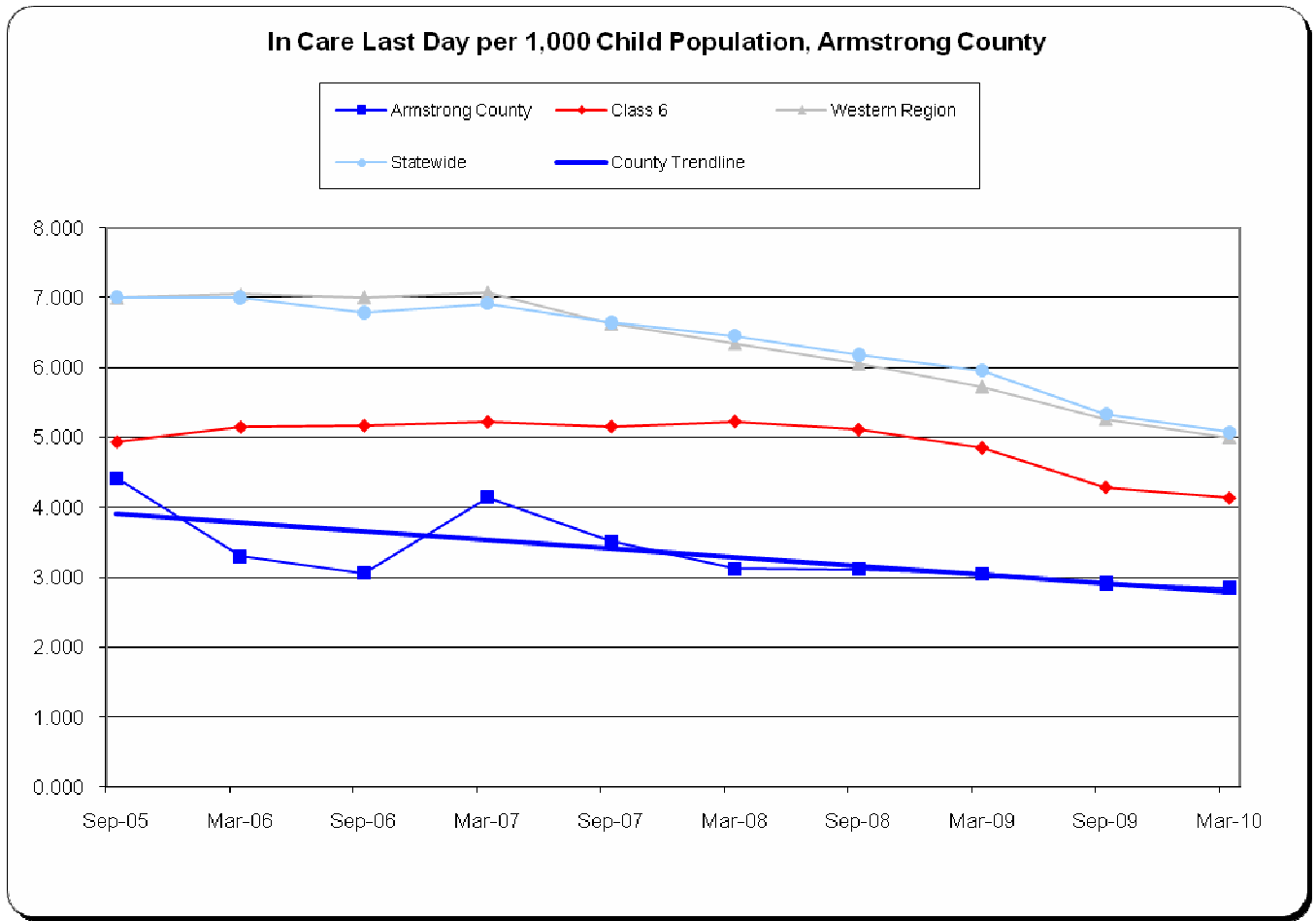
Click to Paste HZA chart

# ARMSTRONG COUNTY



[Click to Paste HZA chart](#)

## ARMSTRONG COUNTY



Click to Paste HZA chart

- ❑ Is the overall trend in the number of children being served or in care in the county different than that in the state as a whole? In counties of the same class?

The county agency's performance in regard to placement rate is superior to other sixth class counties, the western region, and the state as a whole. Fewer children in Armstrong County are in care per 1,000 population in each of the 10 AFCARS periods detailed in the above charts.

- ❑ Please describe what demographic factors, if any, have contributed to changes in the number of children being served or in care.

The top line on the first chart illustrates the total number of children receiving placement services in each of the 10 six-months' AFCARS periods. Armstrong County moved from a high figure of 102 children (September 30, 2005) to a low figure of 61 (September 30, 2009). For the last nine report periods (four and one-half years), in fact, Armstrong County's figures have consistently been low and in trend analysis have been continuing to slightly decline after the abrupt decline documented in the earlier periods.

## ARMSTRONG COUNTY

No demographic factors are identified as related to this change. The agencywide emphasis on in-home services and family support services is responsible. Please see the following question.

- Please describe what changes in agency priorities or programs, if any, have contributed to changes in the number of children served or in care and/or the rate at which children are discharged from care.

MST, Family Group Decision Making, day treatment, and day treatment aftercare programming have helped to make a difference in Armstrong County child welfare practice. MST is widely used as a placement prevention strategy as well as a strategy for reducing the length of placement episodes. For example, MST is plugged in during the shelter placement of an unruly teen who is then able to return home.

FGDM has helped across the board with scenarios of neglected infants to ungovernable youth to older youth transitioning to independence.

The prevention of substitute care placements with truancy as a central issue has been greatly enhanced by the use of day treatment and its aftercare component which helps insure a successful transition of the youth in returning to the home school.

- Are there any demographic shifts which impact the proportions of children in care (for example, are younger children making up a larger proportion of admissions than in years past)?

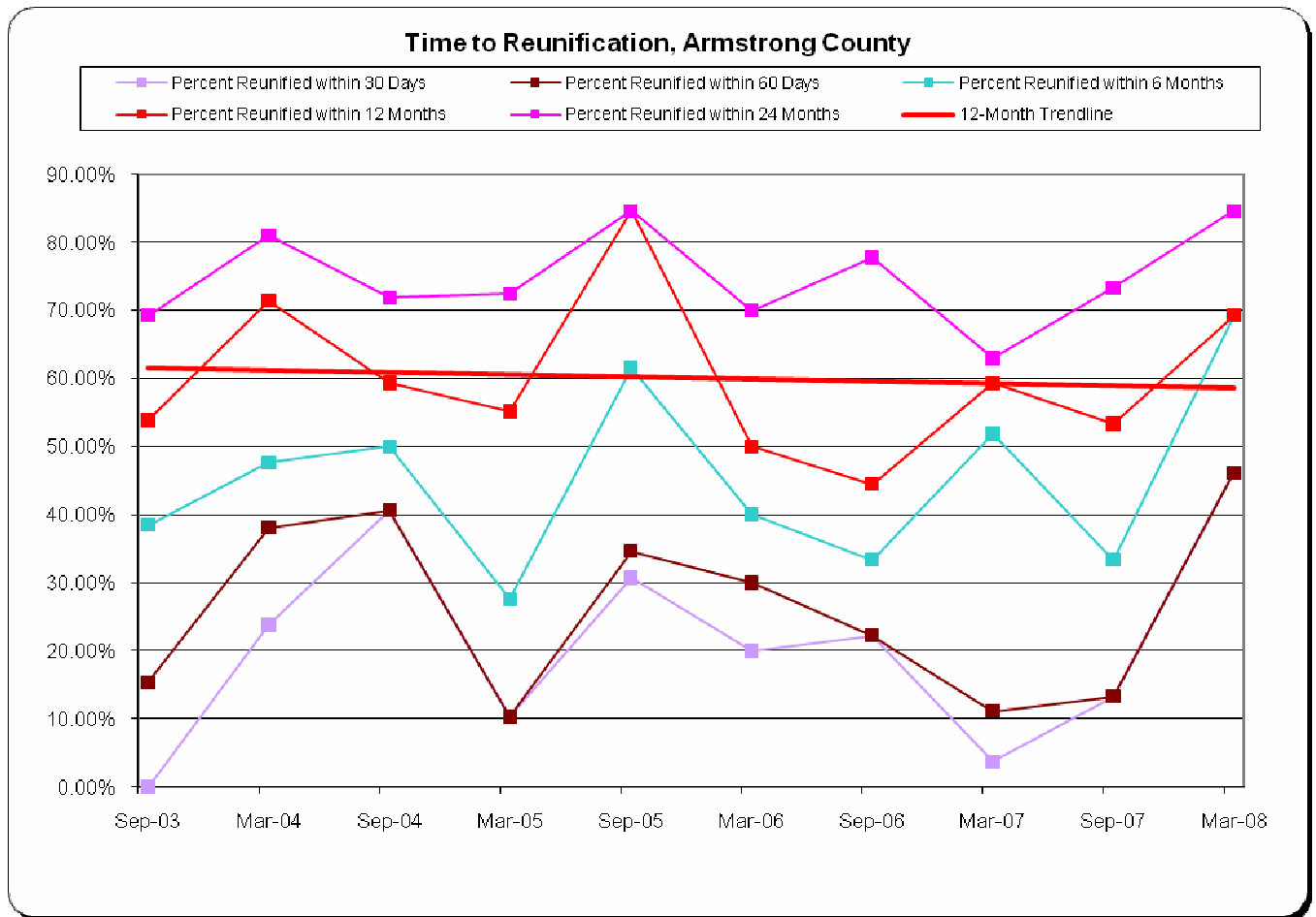
No demographic shifts have been noted.

- How has the county adjusted staff ratios and/or resource allocations (both financial and staffing, including vacancies, hiring, turnover, etc.) in response to a change in the foster care population? Is the county's current resource allocation appropriate to address projected needs?

Since Armstrong County CYF caseworkers are generic caseworkers, i.e., they carry both in-home service families and children in substitute care on their caseloads, no staff resource allocations have been necessary. Caseworkers have fewer children in placement and more in-home service families on their respective caseloads. This resource allocation remains appropriate.

## ARMSTRONG COUNTY

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



Click to Paste HZA chart

- ❑ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

Over the span of the ten 6-months' AFCARS periods, the percents of children reunified within 30 days and within 60 days are too mixed to discern a trend. Armstrong County's smaller numbers are greatly impacted by the presenting variables of children's placements. If only 20 children, for example, enter care during a 6-month period, the variables which necessitated many of those children's placements could be more complex than could be resolved in a brief placement episode. Whereas, the following period, by happenstance, could demonstrate a disproportionate number of situations in which children could be reunified quickly.

In respect to the 6, 12, and 24 months' data, there appears, as trends, to be slight improvements. But these measures, too, are affected by the smaller numbers of children which present findings absent of clear discernable trends.

## ARMSTRONG COUNTY

- ❑ If there are fewer reunifications within 12 months of the child's removal, what is happening to those children? Are they returning home later or eventually being discharged in some other way?

The finding is mixed. Some children are returning home later and other children are being discharged to adoption. The county's numbers are too small to identify a discernable trend.

- ❑ Are children being reunified more quickly, or more slowly, than in past years? Does the timeliness of the reunifications reflect the changing needs of families in the county? Among children reunified in less than 30 days, were the services provided sufficiently to alleviate the concerns that led to the child's removal? What services could have prevented removal of children who were reunified within 30 days?

There appears to be a slight improvement over the years in reunifying children more quickly (< 60 days). Many times MST has been responsible for these shorter placement episodes. Once a child enters placement, if MST is prescribed, the therapist, working with the child and parents, is able to make some headway in addressing issues which lead to reunification.

For children with placement episodes < 30 days, often the parent is the obstacle to preventing those placements from occurring in the first place. During the family crisis, the parent is unwilling to consider in-home services such as MST. It is only later, once cooler heads prevail, that parents are willing to consider other options for their adolescent son or daughter.

- ❑ How does the county's data compare to other counties of the same county class size? To the statewide data?

Average percentage figures were calculated from the 10 AFCARS reporting periods for Armstrong County, sixth class counties, and statewide. In terms of shorter placement episodes (< 60 days), Armstrong County's reunification performance (26.19 percent) is weaker than other sixth class counties (29.46 percent) but moderately superior to the statewide average figure (22.3 percent). For reunifications < 12 months, Armstrong County (60.07percent) slightly exceeds other sixth class counties (57.36 percent) and these sixth class counties as a group greatly exceed the statewide figure (48.41 percent). For reunifications < 24 months, Armstrong County's performance (74.78 percent) is significantly superior to other sixth class counties (69.12 percent) and to the statewide average figure (60.91 percent).

- ❑ If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

In those instances of superior performance it is the use of FGDM and MST that have been most helpful in the reunification process.

***Or***

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

## ARMSTRONG COUNTY

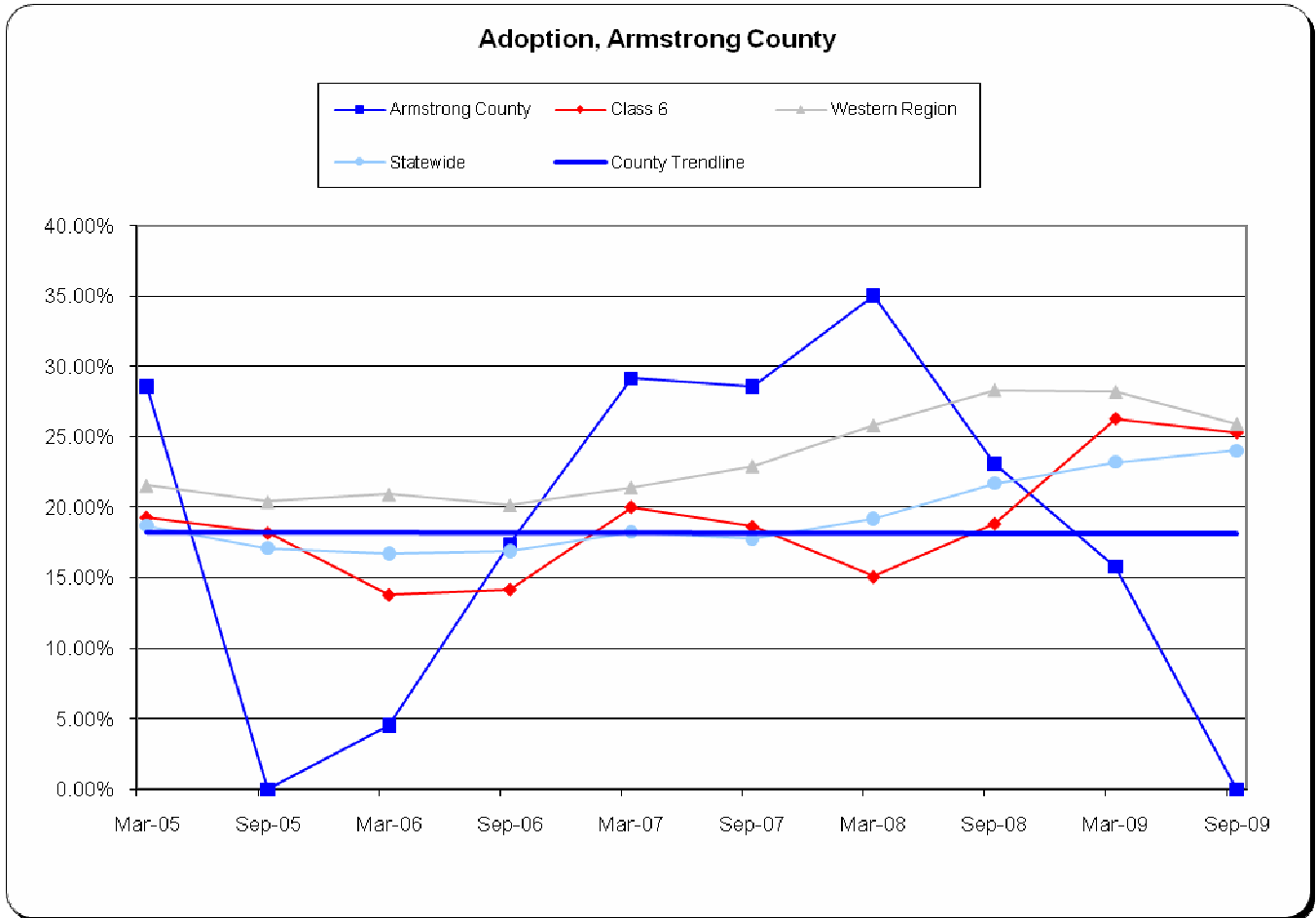
It is hoped that the county's participation in Pennsylvania's Permanency Practice Initiative (PPI) will have an impact across the child placement population, including those children experiencing shorter placement episodes (< 60 days) which is the county's weakest reunification area when compared with other sixth class counties. Family Group Decision Making and Family Finding may assist the county agency staff in these instances too.

- Are there certain populations which are disproportionately represented in this measure? What actions is the county taking to address that population's needs?

There does not appear to be any population of children disproportionately represented.

## ARMSTRONG COUNTY

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



Click to Paste HZA chart

- ❑ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

Armstrong County's small numbers yield no discernable trend. It can be said, however, that in 6 of the 10 AFCARS 6-months' report periods plotted in Figure 5-1c, Armstrong County has outperformed 6<sup>th</sup> class counties and the statewide percentages on this prospective adoption measure.

- ❑ Do current policies of the agency or courts serve affect the timeliness of adoptions? Do the delays tend to occur between removal and TPR, between TPR and pre-adoptive placement, or between pre-adoptive placement and finalization?

Delays in adoption finalization are, in general, due to parents' appeals of common pleas court orders terminating their parental rights. These appeals, in the past, have caused long delays by halting the adoption process. If the common pleas court decision is affirmed, however, adoption hearings are quickly scheduled.

## ARMSTRONG COUNTY

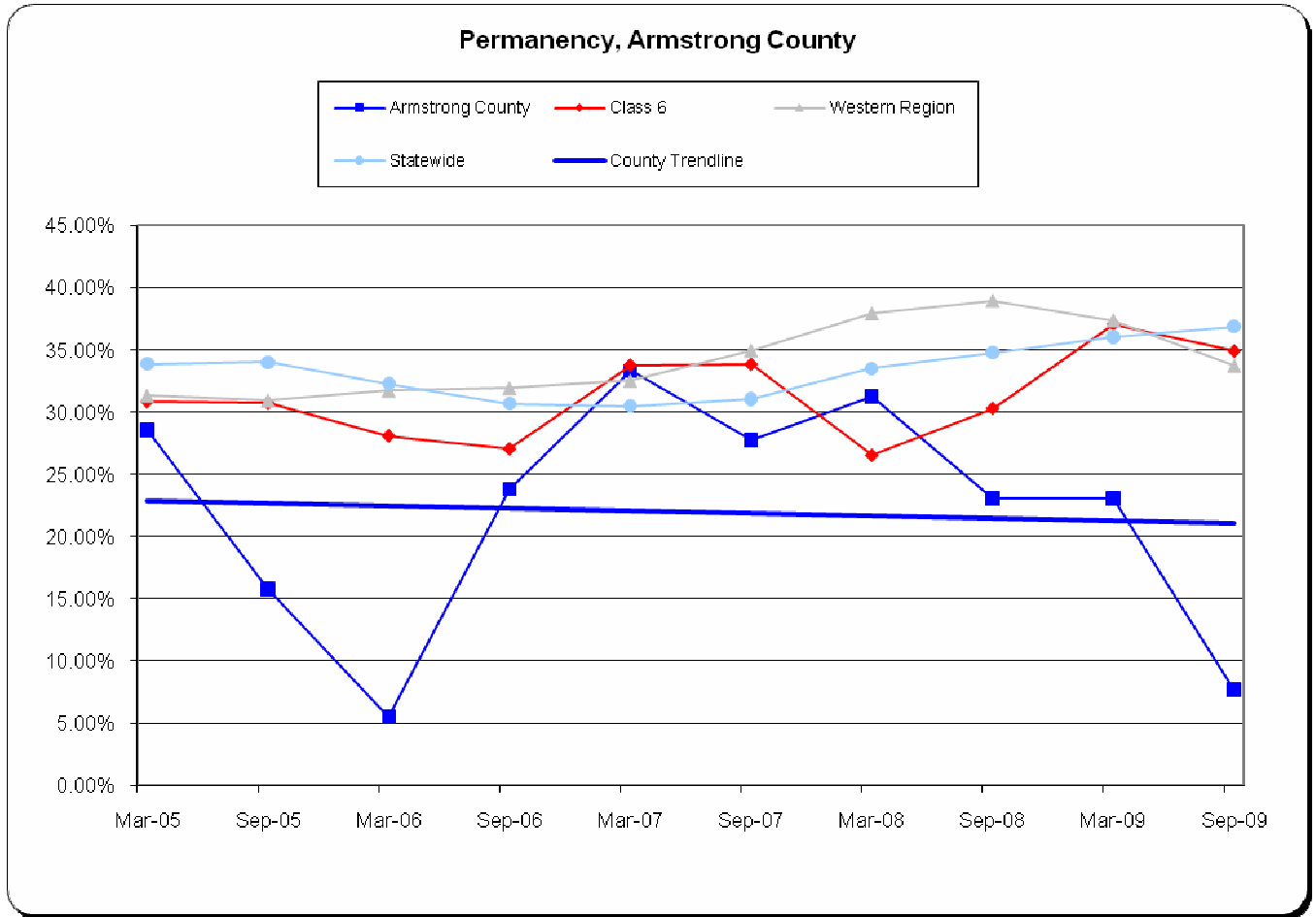
This issue was addressed by the Pennsylvania Supreme Court that set new rules to put appeals of children's cases on a fast track. The change has moved appeals of children's cases faster as they go from county trial courts to review in the Superior Court and the Supreme Court. These changes impact children awaiting adoption while legal disputes play out over parental rights. The Children's Fast Track cases are subject to compressed filing deadlines from the first notice that a trial judge's ruling is to be appealed and at each step of the appeals process thereafter. A separate but related effort is underway to accelerate the process of transcribing the records of lower court proceedings. Relief has been noted.

- Which group of children represent the largest proportion/share of children for whom performance is below the national standard? What actions is the county taking to address that population's needs?

Hornby Zeller Associates' staff confirmed that there is not a comparable national standard to Pennsylvania's Measure 3, "Prospective Adoption." If, however, we were to stretch for a comparison, CFSR Measure 2.3 is the closest and its standard is 22.7 percent. Armstrong County was well above that national standard for 5 of the 10 AFCARS 6-months' report periods plotted in Figure 5-1c.

## ARMSTRONG COUNTY

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



Click to Paste HZA chart

- Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

The county agency's performance is below the figures for sixth class counties and the state as a whole.

Armstrong County has a number of older adolescents for whom it has been necessary to maintain responsibility through age 20 years. Unfortunately, reunification, relative care, guardianship, or adoption were not possible solutions for these young people prior to their 18<sup>th</sup> birthdays. These young men and women have severe disabilities and family situations that, in the past, have linked them to the child welfare system. New intervention strategies such as Family Finding, however, can help make a difference in this permanency measure and assist the county agency staff in providing improved service and better outcomes for these young people.

## ARMSTRONG COUNTY

- ❑ Which group of children represent the largest proportion/share of children in care more than 24 months? What are the most frequent permanency goals for these children? What are the most frequent actual discharge destinations for these children?

The most recent statistics for children in care 24 months or longer as of April 1, 2009 reflect that the most common placement goal is Another Planned Permanent Living Arrangement (APPLA). The APPLA goal is noted in approximately 60 percent of these youths' cases. These young people are transitioning out of care to independent living. Forty percent of the cases are with the adoption placement goal. These children with adoption as their placement goal are children with complex psychiatric and/or physical health needs who are residing in specialized placements; efforts are being made to identify adoptive families through SWAN's Child Specific Recruitment activities.

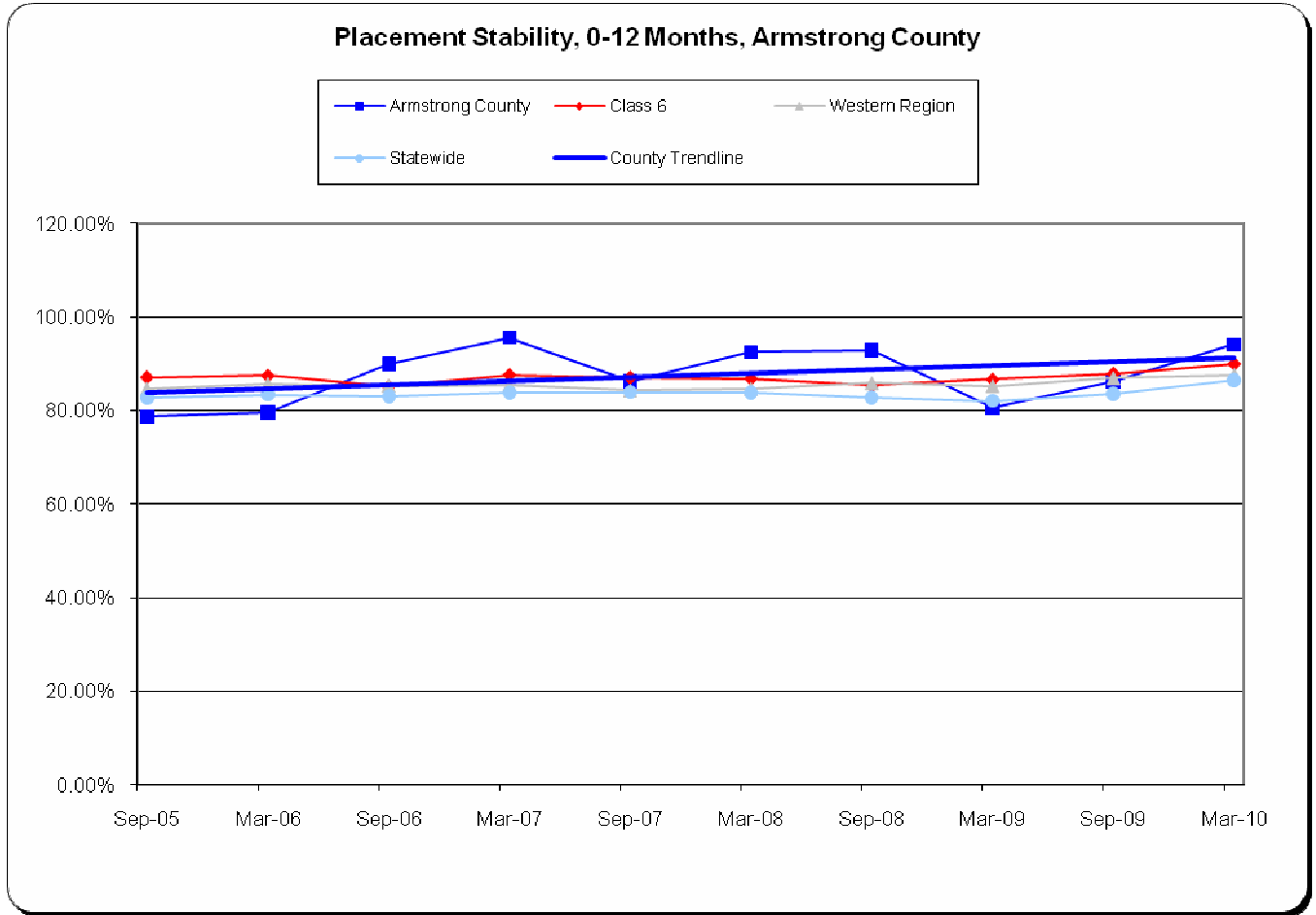
- ❑ What steps is the county taking to achieve permanency for these children? What are the barriers to achieving permanency?

The county agency is focusing on its aging-out population of young people. It has been established as a priority with efforts to participate in comprehensive transition planning, i.e., collaborating with the youth, his/her family, IL service provider, educators, and community resources. See the discussion under Transition Planning, Section 2-3h, "CF SR Outcomes and Continuous Quality Improvement."

Permanency services through SWAN are now routinely used earlier during children's placement episodes in an effort to reach permanency in a more timely manner and, ultimately, improve the county agency's performance in this measure.

## ARMSTRONG COUNTY

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



Click to Paste HZA chart

- ❑ Is the county’s performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

This measure examines children served in foster care during the year, and who were in care for at least eight days, what percent had two or fewer placement settings during the most recent removal episode. The county agency’s performance in respect to this 12 months’ stability measure represents fairly level-performance over the ten AFCARS 6-months’ report periods.

- ❑ How does the county’s data compare to other counties of the same size? To the statewide data?

The county agency’s performance is comparable, and at times superior, to other sixth class counties’ performance and to the state’s performance as a whole.

## ARMSTRONG COUNTY

- ❑ If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

It is believed that the planned wider use of relatives as placement resources will lead to greater placement stability among the county's children in substitute care.

*Or*

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

- ❑ When compared to class and state performance on each of the measures, at what point does placement stability tend to break down— the first, second, or third year? What is the county doing differently than the class, region, or rest of the state?

Placement stability in Armstrong County breaks down following 24 months of substitute care. The county agency performs poorer than other sixth class counties and the state as a whole. The county agency in the past used less kinship care than other counties.

- ❑ Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion?

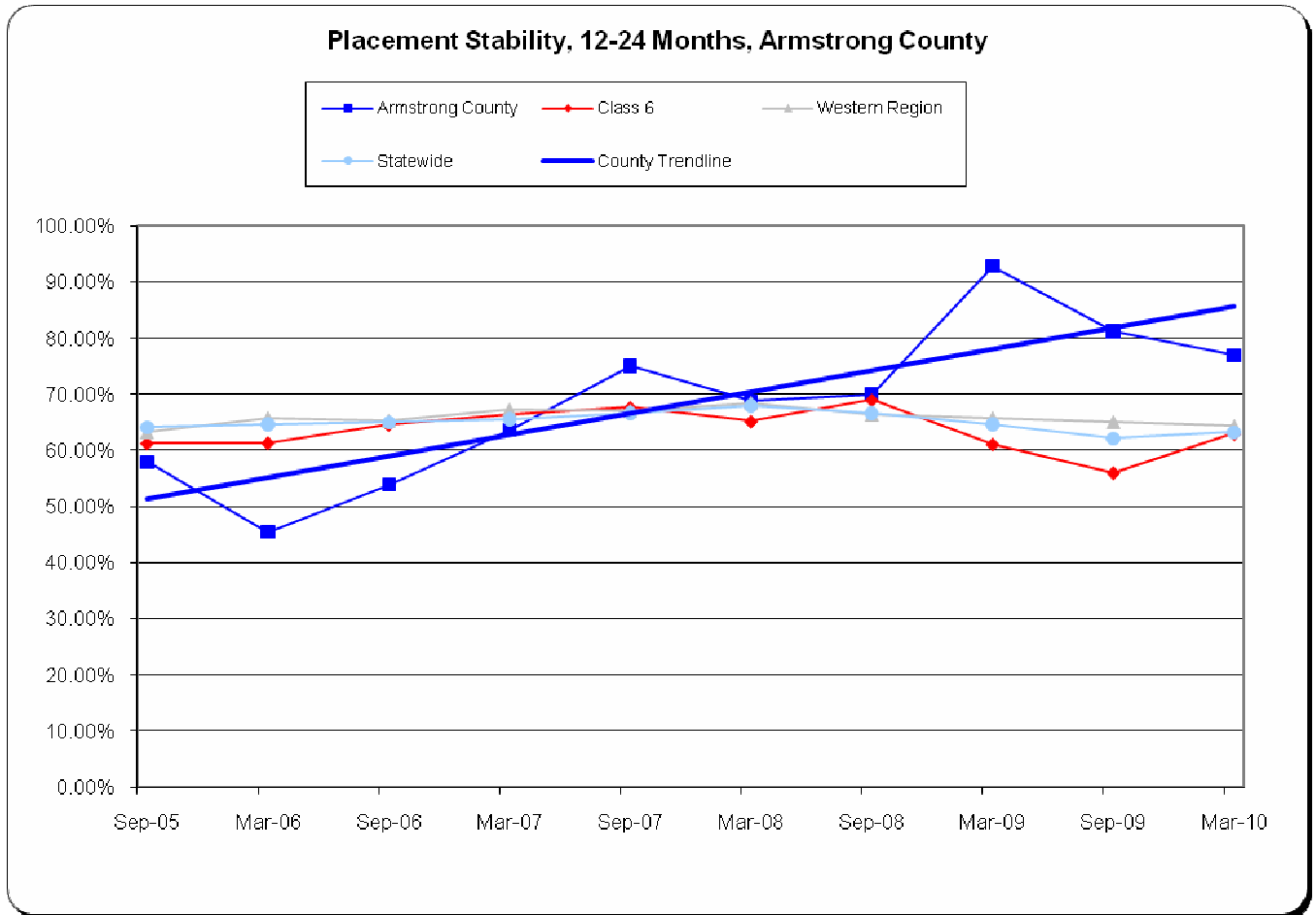
Whenever possible, placements are planned in advance in order to best assure a good match and a stable placement. This includes exploring relatives as possible placement resources. Diligent search of family members is conducted during the first 30 days of placement.

In those situations in which advance planning is not possible, relatives must also be explored as placement resources with the parents and age-appropriate children. In the event a kinship placement does not occur, the county agency's foster care staff is available for consultation in helping caseworkers match children's needs to open foster homes and thus helping to insure a successful, stable placement.

For briefer placement episodes (< 12 months), it is approximately 88 percent of the time that the child's placement meets this stability standard. It breaks down quickly after one year. Based on child welfare literature, it is reasonable to expect that the wider use of relatives as placement resources for children will lead to more stable placements for children.

## ARMSTRONG COUNTY

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



Click to Paste HZA chart

- ❑ Is the county’s performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

This measure examines children served in foster care during the year, and who were in care for at least eight days, what percent had two or fewer placement settings during the most recent removal episode. The county agency’s performance in respect to children in care between 12 and 24 months shows clear improvement in respect to the AFCARS 6-months’ report periods plotted on Figure 5-2b.

- ❑ How does the county’s data compare to other counties of the same size? To the statewide data?

In the six most recent AFCARS 6-months’ report periods plotted on Figure 5-2b, Armstrong County’s performance exceeds, often far exceeds, other six class counties’ performance and

## ARMSTRONG COUNTY

the statewide percentages on this measure that examines placement stability between 12 and 24 months of substitute care.

- ❑ If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

The county trendline documents that the county agency's performance in respect to the 12 to 24 months' placement stability measure is improving.

Whenever possible, placements are planned in advance in order to best assure a good match and a stable placement. This includes exploring relatives as possible placement resources.

In those situations in which advance planning is not possible, relatives must also be explored as placement resources with the parents and age-appropriate children. In the event a kinship placement does not occur, the county agency's foster care staff is available for consultation in helping caseworkers' match children's needs to open foster homes.

*Or*

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

- ❑ When compared to class and state performance on each of the measures, at what point does placement stability tend to break down— the first, second, or third year? What is the county doing differently than the class, region, or rest of the state?

Placement stability in Armstrong County breaks down following 24 months of substitute care. The county agency performs poorer than other sixth class counties and the state as a whole. The county agency in the past used less kinship care than other counties.

- ❑ Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion?

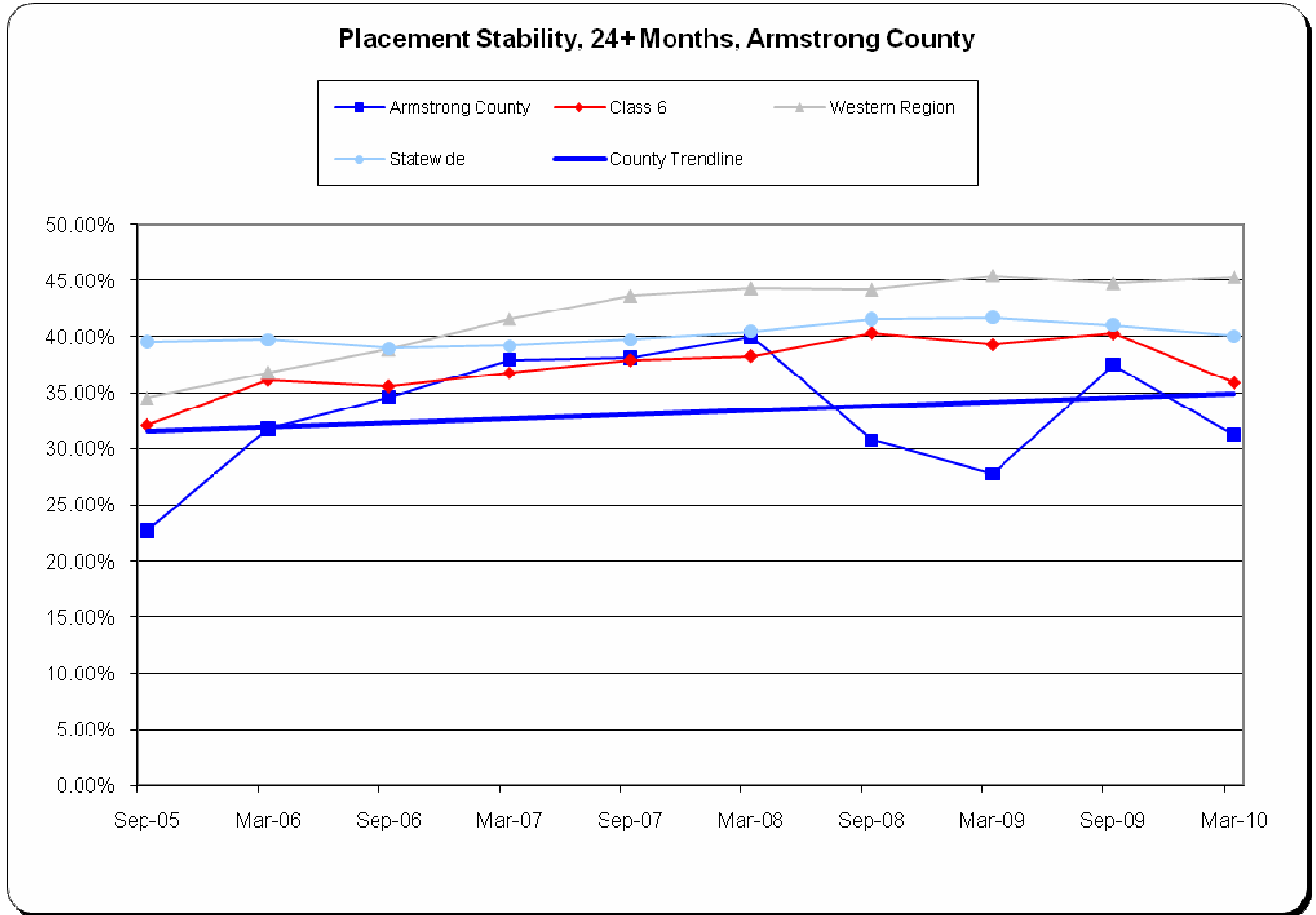
Whenever possible, placements are planned in advance in order to best assure a good match and a stable placement. This includes exploring relatives as possible placement resources. Diligent search of family members is conducted during the first 30 days of placement.

In those situations in which advance planning is not possible, relatives must also be explored as placement resources with the parents and age-appropriate children. In the event a kinship placement does not occur, the county agency's foster care staff is available for consultation in helping caseworkers match children's needs to open foster homes.

For briefer placement episodes (< 12 months), although the stability standard is met 88 percent of the time, it is approximately 70 percent of the time that the child's first placement is the placement in which the child remains while in care. It breaks down quickly after two years of continuous placement. Based on child welfare literature, it is reasonable to expect that the wider use of relatives as placement resources for children will lead to more stable placements for children.

## ARMSTRONG COUNTY

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



Click to Paste HZA chart

- ❑ Is the county’s performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

The trendline of the county agency’s performance in respect to the “Placement Stability > 24 Months” measure shows minimal improvement.

- ❑ How does the county’s data compare to other counties of the same size? To the statewide data?

The county agency’s performance in respect this placement stability measure at 24 or more months is, with few exceptions, below to other sixth class counties’ performance and below the state as a whole.

## ARMSTRONG COUNTY

- ❑ If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

*Or*

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

Whenever possible, placements are planned in advance in order to best assure a good match and a stable placement. This includes exploring relatives as possible placement resources. It is believed that the planned wider use of relatives as placement resources will lead to greater placement stability among the county's children in substitute care.

- ❑ When compared to class and state performance on each of the measures, at what point does placement stability tend to break down— the first, second, or third year? What is the county doing differently than the class, region, or rest of the state?

Placement stability in Armstrong County breaks down following 24 months of substitute care. The county agency performs poorer than other sixth class counties and the state as a whole. The county agency in the past used less kinship care than other counties.

- ❑ Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion?

Whenever possible, placements are planned in advance in order to best assure a good match and a stable placement. This includes exploring relatives as possible placement resources. Diligent search of family members is conducted during the first 30 days of placement.

In those situations in which advance planning is not possible, relatives must also be explored as placement resources with the parents and age-appropriate children. In the event a kinship placement does not occur, the county agency's foster care staff is available for consultation in helping caseworkers match children's needs to open foster homes.

For briefer placement episodes (< 12 months), although the stability standard is met 88 percent of the time, it is approximately 70 percent of the time that the child's first placement is the placement in which the child remains for the duration of the episode. It breaks down quickly after one year. Based on child welfare literature, it is reasonable to expect that the wider use of relatives as placement resources for children will lead to more stable placements for children.

## ARMSTRONG COUNTY

### ➤ 5-3a. Prevention Services

- ❑ Briefly describe prevention programs, including services to be provided and what will be prevented (i.e., child abuse, child neglect, truancy, delinquency).

**Family support services.** There are a number of family support services that aim to prevent dependency and delinquency that are offered to Armstrong County children and their families. The county agency purchases some of these services for its clients. Parent support and parent education services are offered by in-home service providers, principally to prevent child abuse and child neglect. Multisystemic Therapy (MST) is helpful in preventing school truancy and delinquency. Day Treatment services as well as the Promising Practice embodied in the Day Treatment Aftercare Program address truancy. Family Group Decision Making (FGDM) is a practice that can successfully impact child abuse, child neglect, school truancy, and delinquency. Family Finding became a new strategy during FY 2009-2010 for the county agency staff to identify family resources who can be mobilized to help address abuse, neglect, truancy, delinquency issues, or the isolation of a transitioning young man or young woman.

**Focus on Kids.** The county agency offers *Focus on Kids*, an 8-session HIV/STD and pregnancy prevention program for high-risk youth in grades 5 through 10. Partnering with Adagio Health, the service provider, the county agency will offer this curriculum to its students in the day treatment program and IL youth. *Focus on Kids*, an evidence-based curriculum that has been effective in giving youth the skills and knowledge they need to protect themselves from STD=s and pregnancy with education related to the correct use of condoms, decisionmaking, refusal, communication and advocacy skills, abstinence, and sex and drug pressures faced by youth.

*Focus on Kids* is based on Protection Motivation Theory, a social cognitive theory which emphasizes the balance between the pressures to engage in the risk behavior, the risks involved and the consideration of the alternatives. Participants are less likely to contract an STD or become a teenage parent.

**Pennsylvania Family Support Alliance.** PFSA, formerly Parents Anonymous, is a self-help group that the county agency has supported for over 25 years. Child abuse and child neglect are less likely to occur as a consequence of parents= participation.

**Big Brothers Big Sisters of America.** BBBSA is a structured mentoring program that has been providing services to youth for nearly a century. It typically targets youth from 6 to 18 years of age from single parent homes. School truancy, youth ungovernability, and delinquency are less likely to occur as a consequence of youth= participation.

### ➤ 5-3b. Previously Introduced Outcomes

- ❑ For each outcome introduced by the county in past budgets, describe the activities, programs, or services implemented in order to achieve the outcome and results.

Four outcome areas were targeted for improvement during the preparation of previous years= Needs-Based Plans. Two items from Permanency Outcome 2, one item from Well-Being Outcome 1, and the Placement Reentry deficiency had been identified.

## ARMSTRONG COUNTY

**Permanency outcome 2.** This outcome addresses the continuity of family relationships and connections and assuring that it is preserved for children. In particular, the county agency plans to focus on: visiting with parents and siblings in substitute care and relative placement.

*Visiting with parents and siblings in substitute care.* Once children enter substitute care, the importance of parent-child visits and visits among siblings and other family members cannot be overestimated. Although widespread efforts have been made by county agency staff during FY 2009-2010 to provide more frequent, meaningful visits for children in substitute care, more remains to be done. Consequently, additional plans for increased visitation for children in substitute care is more completely described on the form, Adjustments to Needs-Based Plan Base - FY 10-11.

*Relative placement.* When children must be separated from their parents, the county agency is, of course, obligated to look for relatives or significant others who may be able to care for the children. Combining the agency's diligent search protocol, with particular attention to absent fathers, and the use of the FGDM practice can yield even more productive results. The FGDM practice addresses respecting, preserving, and facilitating continuity principles and family ties. For the county agency to be able to offer FGDM as a resource for families and for some families to choose this strategy can only have a positive impact upon the county agency's movement toward achievement of these permanency related indicators.

In addition, the use of the evidence-based practice, Family Finding, was implemented during the latter half of FY 2009-2010. It is a perfect match to this weak area of the county agency's practice. Family Finding is compelling county agency staff to search for and to involve relatives. What is the total scope of the resources that are available to this child? Family Finding seeks to discover additional resources which conventional child welfare interventions, in the past, have overlooked or, worse yet, summarily dismissed.

**Well-being outcome 1.** This outcome is geared toward families improving their capacity to provide for their children's needs. The issue of child and family involvement in case planning has been identified as a need through the county agency's QSR findings. Wider use of the FGDM practice, the premier practice promoting family involvement, will also positively impact this well-being outcome.

**Placement reentry deficiency.** Targeted for work during FY 2010-2011 is Armstrong County's performance in respect to the placement reentry measure. New strategies must be initiated so that fewer children have their lives disrupted by reentry into substitute care. Study of the scope of this issue and its variables continues.

- Describe whether the county will continue its efforts to improve outcomes, or if the county has analyzed needs and chosen to address different outcomes.

Although some progress has been made, it remains necessary to devote longer-term efforts to these outcomes in order to produce the desired impact. These outcomes are relevant and remain targeted for FY 2011-2012 as well.

In addition, the county agency must devote attention to its placement stability measure so that children experience stable placements and do not have to repeatedly face disruptions and adjustments.

## ARMSTRONG COUNTY

- ❑ Discuss whether the outcome has been achieved, and reasons for that status. Provide specifics on the activities, programs, or services that affect the targeted outcome (county provided and/or purchased).

Progress has been made with a child in substitute care's more frequent visiting with parents and siblings. Infants, toddlers, and young children have been afforded this opportunity. It needs to be expanded to the substitute care population of children.

Relative placement remains in the forefront for the county agency. CYF staff is making renewed efforts, now under the federal mandate, *Fostering Connections to Success and Increasing Adoptions Act*, to identify relative resource families for children and facilitate those placements.

Child and family involvement in case planning continues to grow in Armstrong County practice as FGDM is utilized as an intervention strategy for more and more client families. The implementation of Family Finding as a practice will also support this goal. Strengths-based practices under the Family Development Credentialing paradigm will also support child and family involvement in case planning principles.

The county agency's scores in respect to the reentry measure are superior to other sixth class counties and statewide figures. In fact, Armstrong County has exhibited steady improvement over the last five AFCARS 6-months' report periods in which reentries within 12 months decreased from 26.9, to 20.0, to 19.5, to 12.8, to 10.0 percent. The national standard for reentries within 12 months is 9.9 percent. Although county agency staff is close to reaching that standard, there has been too much variability in the recent past to sense accomplishment.

Placement reentry and placement stability remain weak areas that require attention. Efforts are continuing to be made to better understand the scope of these deficient measures and their variables.

- ❑ For continuing or newly targeted outcomes for FY 2010-11:
  - ❑ Identify specific activities [planned] and services to improve the outcomes.
  - ❑ Provide timeframes for measured improvement.
  - ❑ Describe the process for data collection/measurement.

Previous years' outcomes are discussed above. The placement stability outcome was an addition last year (FY 2009-2010). Placement stability in Armstrong County breaks down following 24 months of substitute care. It is believed that the wider use of kinship foster care will help address this deficiency. This stability data will be easy to track since it is obtained from AFCARS reporting and is routinely provided to the county agencies as one of the principal measures of quality in child welfare practice. Other practice changes, however, to help correct this deficiency represent a challenge. Efforts are underway to identify and implement other policies and practices which can lead to more stable placements for children.

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### 5-4a. Family Engagement in Case Planning

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

See Section 2-3h, “CFSR Outcomes and Continuous Quality Improvement” of this Plan under the “Youth and Family Engagement” discussion.

### 5-4b. Youth Involvement in Case Planning

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

See Section 2-3h, “CFSR Outcomes and Continuous Quality Improvement” of this Plan under the “Youth and Family Engagement” discussion.

### 5-4c. Transition Planning & Preparation

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

See Section 2-3h, “CFSR Outcomes and Continuous Quality Improvement” of this Plan under the “Transition Planning and Preparing Youth for Adulthood” discussion.

### 5-4d. Implementation of Concurrent Planning

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

Concurrent planning is working intensively toward reunification of a child with his or her own family while, at the same time, developing an alternative plan for the child=s permanency. Its purpose is to overcome barriers and delays in securing permanent families for children in substitute care. This is an area marked for improvement. The documentation and discussion related to “Figure 5-1d Permanency, 24 Months” helps underscore the argument for increased concurrent planning efforts in Armstrong County.

In order to improve performance related to permanency as a goal, county agency staff continues practices gained from its two years’ participation in the ABA’s Permanency Barriers Project as described earlier. Children’s placement outcomes are also being supported by the paralegal who joined the agency July 1, 2009 under the LSI (Legal Services Initiative) Project. The county also has been named a Phase Two County under Pennsylvania’s PPI (Permanency Practice Initiative) and these PPI activities will support timely reunification; in the event that fails, the back-up permanency plan for the youngster will be in place. The implementation of the evidence-based practice of Family Finding during FY 2009-2010 is also acting as a key concurrent planning strategy in identifying potential family member resources.

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**Section 6: Administration**

**6-1b. Employee Benefit Detail**

- Submit a detailed description of the county’s employee benefit package for FY 2010-11. Include a description of each benefit included in the package and the methodology for calculating benefit costs.

A detailed description of the county’s employee benefit package for FY 2010-2011 is presented. It includes a description of each benefit included in the package and the methodology used for its calculation. Information is provided on seven benefits: social security, retirement, healthcare insurance, short-term disability, life insurance, workman’s compensation and PA state unemployment tax.

- Social security is calculated on 7.65 percent of an employee’s taxable pay.
- Retirement is calculated as follows. For each calendar year, a percentage is arrived by taking the total salaries of CYFS’ employees and dividing that figure by the total of all county employees’ salaries. This percentage is multiplied by the County contribution which is determined by the Hay Group (actuarial company), arriving at the CYFS billable portion. Each employee’s share of the total CYFS’ salaries is then multiplied by the CYFS billable portion to arrive at the individual’s employee’s share.
- Healthcare insurance is provided as follows:

NON-UNION EMPLOYEES

	Monthly Rate	Employee Contribution
Family	\$1,253.05	\$140.16
Spouse	\$1,091.06	\$122.04
Parent & Child	\$ 974.41	\$109.00
Single	\$ 405.00	\$ 45.30

UNION EMPLOYEES (CASEWORKERS)

	Monthly Rate	Employee Contribution
Family	\$1,185.92	\$138.58
Spouse	\$1,137.26	\$104.98
Parent & Child	\$ 855.12	\$ 78.94
Single	\$ 425.15	\$ 39.24

- Short-term disability is the actual billed rate, which varies depending on the employee’s salary with a maximum of \$13.20 per month for non-union and \$17.60 per month for union. An employee is eligible to receive 70 percent of his/her salary, to a maximum of \$400 per week for up to 20 weeks for union members. Non-union is \$300 per week.
- Life insurance is the actual billed rate. Union employee’s rate is \$3.20 and non-union is \$2.40. Employees (caseworkers) covered under the labor agreement have a \$20,000 benefit; all others have a \$15,000 benefit.

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- Workman's compensation, with the county as a self-insured employer, a different amount is paid each quarter depending upon various factors, e.g., usage.
- PA state unemployment tax is 1.56% of first \$8000 of earnings.

### 6-1d. Organizational Changes

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

No changes are noted.

### 6-1e. Staff Evaluations

- Describe the method for evaluating staff effectiveness.

**Supervisory oversight of caseworkers' families.** A foundation strategy to look at a caseworker's effectiveness in providing services to families occurs in the context of frequent, routine supervisor-caseworker meetings. In these sessions, the child welfare supervisor provides oversight of the casework activity in order to support the achievement of the goals outlined in the family service plan. Child welfare supervisors assist caseworkers in using the information gathered to assess safety and service needs, identify types and suitability of services, determine the effectiveness of services in achieving positive outcomes, and make needed changes in planned services.

All family cases, at least every six months, receive a complete internal case review, evaluating the foundation issue of child safety, the connection between assessment and service planning, and progress toward the objectives and goals outlined on the service plan. The review may generate recommendations to help ensure child safety and movement toward achieving the service plan's objectives and goals. The review is a group decision-making process and involves the assigned caseworker, supervisor, and other service providers.

**Performance standards project.** Armstrong County, partnering with Indiana County, completed work on a Performance Standards Project under the auspices of the Pennsylvania Child Welfare Training Program. The county's Practice Improvement Specialist arranged for a consultant to work with county agency staff to develop performance standards for the various job classifications. These standards have been developed for caseworker, casework supervisor, child welfare aide, fiscal, and clerical classifications. These performance standards are providing an improved framework in better evaluating staff members' performance. A clearer, more valid picture of performance can guide staff development activities and, longer-term, improve the efficiency and effectiveness of service delivery. Evaluations of all CYF staff members are completed on at least an annual basis using these performance standards.

**Juvenile court review.** Juvenile court judges also exercise oversight of the work performed by county agency staff. Activities on children's cases for those children adjudicated dependent are periodically reviewed by the juvenile court. For children in substitute care, reviews are conducted at three months' intervals for children in the PPI target population (<5 years of age) and for older children, at 5 months' intervals. All children in placement will move to the three months' review interval by 2012.

New rules adopted by the Pennsylvania Supreme Court apply to children adjudicated dependent and under the protective supervision of the agency as they remain in their own

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homes. These rules require this group of children's cases to also be reviewed periodically by the juvenile court. Effective July 1, 2010 the juvenile court in Armstrong County began reviewing these protective supervision cases. These cases are currently reviewed at least every six months; however, it is common that the judge sets a shorter review interval.

### 6-1f. Contract Monitoring & Evaluation

□ Note the employee/unit which oversees county contracts. Describe the evaluation process.

The county agency administrator and the fiscal officer oversee and monitor various aspects of provider contracts. In addition, as planned, the appointment of a management-level person in October 2007 occurred and this individual performs a number of quality assurance activities. Key responsibilities of this casework supervisor include developing, reviewing, analyzing, and evaluating the effectiveness of the contracted agency programs for dependent and delinquent children and their families in meeting the agreed upon performance outcomes.

Frequent communication between county agency staff and the contracted service providers helps insure that families are receiving the services and the level of intervention which the county agency authorized. In the event an issue is identified, it is promptly resolved.

The county agency is committed to utilizing effective practice models. Examples of this orientation among child welfare and juvenile probation staffs are the use of MST (multisystemic therapy), FGDM, and referrals to empirically-based community programming. The county agency is tracking outcomes and requiring its contracted service providers to track outcomes in order to document the effectiveness of interventions.

Various methodologies are used to measure the effectiveness of prevention and treatment services. Programs track identified outcomes. Some programs use a pre-test and post-test strategy to demonstrate their success. Effective during FY 2008-2009, all contracted child residential service providers, as part of their contracts, were required to track discrete goals and maintain centrally located documentation on a number of key measures.

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**6-1g. Largest Providers Contract Review**

Review the Schedule of Existing Purchased Services and identify the four largest providers (regardless of whether it is a CCYA or JPO provider) as follows:

- Two largest providers of In-Home Services. Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
<b>1: Holy Family Social Services</b>	420 Third Avenue Ford City, PA 16226 724 763-4180	Brian K. Anderson Program Supervisor	96 children	\$327,757
<b>2: Adelphoi USA for MST and DayTreatment</b>	1003 Village Way Latrobe, PA 15650 724 520-1111	Gary Soltys Director of MST	22 children	\$133,120

- Largest provider of Community Based Placement services. Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
<b>1: Crossroads Group Homes &amp; Services, Inc.</b>	1243 Roemer Blvd. Farrell, PA 16121 724 983-8350	Christine McDuffie Executive Director of Operations	12 children	\$196,175

- The largest provider of Institutional Placement services (excluding Youth Development Center and Juvenile Detention Center placements) . Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 2009-10	Total \$ Amount of Services
<b>1:</b>			0 children	\$0

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- Briefly summarize the services provided by these entities, the expected outcomes of those services, and how provider performance is monitored.

### **In-Home Provider 1: Holy Family Social Services' In-Home Services Program and FGDM**

**Service summary/in-home services.** Family and individual referrals are made from Armstrong County Children, Youth, and Family Services and Juvenile Probation. A thirty-day initial assessment is provided to the family/youth based on referral factors and the family's identification of need. A Goal Plan is then developed which guides services. Home visits may occur weekly or more often if necessary. Transportation and office visits are provided when needed, although services are based primarily in the home and may include the following:

- Concrete services (i.e. safety, transportation, providing a stable home)
- Parent/child conflict resolution
- Parent education, skill training, and accessing community resources
- Intervention with school related problems
- Youth and/or parent groups
- Reunification support and assistance for children returning from group home or foster care placement
- Child development assessments
- Drug and alcohol prevention
- Independent Living assessment, plan development, and training to IL qualified youth

Each family should be provided with 2-6 hours of direct service per week as determined by the Family Goal Plan and the schedule of activities in a given week. The hours provided by staff must be flexible to meet client needs. This can include early morning hours, evenings, and weekends.

**Expected outcomes/in-home services.** There are three expected outcomes for HFSS' In-Home Services Program:

1. Children will be cared for in a family setting
2. Parents' skills will be honed in protecting their children physically and emotionally, and
3. Family interactions and relationships will be enhanced

**Performance monitoring/in-home services.** HFSS collects data on each of the outcomes. Specific indicators are used, tied to data sources and data intervals. Compliance goals are stated in an outcome percentage, e.g., 85 percent of children will remain in a family setting. A quarterly status report is generated, e.g., there were 34 children impacted with 30 remaining in a family setting, which is 88.2 percent.

Quarterly reports are reviewed by the county agency management staff. Caseworkers and supervisors meet with HFSS staff to conduct routine reviews of each family's case. Any unanswered service or contract issue is brought to the county agency administrator's attention for resolution.

**Service summary/FGDM.** Family Group Decision Making (FGDM) is a practice that results in a meeting where families make plans for the well being of their children. In FGDM, family is always more than the nuclear family and may include extended family, friends, primary support people, and community support people. Referral agents and community agencies involved with

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the family are also asked to attend to contribute to the first phase of the meeting in which family strengths and concerns are discussed. However, there will be “private family time” when the family is able to talk and make a plan among themselves.

**Expected outcomes/FGDM.** There are three key outcomes for the FGDM practice:

1. Children will be cared for safely in a family setting
2. Families are empowered to make their own decisions regarding the care and safety of their own children, and
3. Families’ connections to extended family members and community resources are enhanced

**Performance monitoring/FGDM.** HFSS collects data on each of the FGDM outcomes. Specific indicators are used, tied to data sources and data intervals. Compliance goals are stated in an outcome percentage, e.g., 90 percent of children will remain in a family setting. A quarterly status report is generated, e.g., there were 3 families in which meetings occurred. The children remained with their families (100 percent).

### **In Home Provider 2: Adelphoi’s MST and Day Treatment**

**Service summary/MST.** Multisystemic Therapy (MST) is an intensive family and community-based treatment that addresses the externalizing behaviors of youth displaying emotional and behavioral disturbances of serious antisocial behavior (fighting, arguing/threatening, destroying property, using drugs and alcohol, disrespectful and disobedient conduct, running away, truancy and curfew violations) often associated with but not limited to juvenile offenders. MST is provided using a home-based model of service delivery for youth and families, targeting youth between the ages of 12-17 who are at high risk of out-of-home placement. The overall goal of MST is to empower families to build an environment, through the mobilization of child, family, and community resources that promotes their safety, health and well-being

**Expected outcomes/MST.** MST outcomes are reported in two ways: discharge reports and one year out of MST done by follow up telephone contacts with the caregivers and youth.

For discharge reports, information regarding certain objectives is measured: living at home at the time of discharge, attendance at school or work, crime free and quality of the relationship between caregiver and youth. This same information is followed up on through out the time period after MST up to one year. Reports of these outcomes are given to each referral source at least one time per year.

In addition, details regarding therapist adherence to the MST model are reported along with length of treatment. The staff responsible for these Program Implementation Reviews are the system supervisors who provide the MST clinical consultation with the treatment team.

**Performance monitoring/MST.** At discharge it is expected that MST teams will achieve 85% or higher “goals met” as measured in 6 and 12 month cycles. At one year out of MST treatment it is expected that 70% or higher of the youth discharged with “goals met” will be in the community not needing further intensive out of home treatment, and in fact should be without other types of community based services for the original referred behaviors.

**Service summary/day treatment.** The Day Treatment Program at the Kittanning site offers an alternative educational and therapeutic setting for those students charged with truancy,

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incurribility, or disruptive behavior in a traditional school environment, such as a public school. Each Day Treatment program is licensed as an Alternative Education Site under the Pennsylvania Department of Education. Youth are referred from the local County Juvenile Probation Department or Children and Youth Services and usually in collaboration with the school district where the youth resides. Students enrolled are generally in grades 7 through 12. The program operates year round, throughout the school year and the summer months. The average length of stay in the program is seven to nine months.

**Expected outcomes/day treatment.** Currently, Adelphoi completes the Federal Outcomes data on all students discharged from the program. Additionally, Adelphoi tracks student grade levels, grade point average and attendance at entrance and discharge from the program. Adelphoi's Alumni Department tracks student progress up to one year after successful completion of the Day Treatment Program. Two outcomes that Adelphoi measures with regards to our youth:

*Program completion rates:* Program completion includes outright successful program completers. Program completion also includes those clients who are progressing and w/in one month of their successful goal completion whose services have ended per county request. Factored into program completion/incompletion are both positive and negative internal transfers within the Adelphoi Village treatment continuum.

*Remain-Out-of-Placement Definitions:* Return to placement includes a return to unplanned in-home care or residential care. This would include any court-ordered treatment such as day treatment, foster care, residential care, or prison. It does not include a stay in shelter, detention, diagnostic care, or self-referred d/rehabilitation.

**Program monitoring/day treatment.** Adelphoi staff works to help students improve their attendance, behaviors, social skills, and academic standing. They utilize clinical supervision, staff meetings, a level system, and monthly treatment plan reviews to monitor students' performance. For students who are continuously struggling, Adelphoi has an agency treatment team that helps the youth to overcome barriers that prevent them from being successful. Monthly MDT meetings with Armstrong CYF staff and educators from the referring school districts serve to further oversee the treatment of the youth. As for overall program performance, success is monitored through the outcomes measures listed above as well as through the Quality of Life Post Release Surveys.

### **Community-Based Service Provider: Crossroads Group Homes & Services, Inc.**

**Service summary.** Crossroads offers child placement services for boys and girls, ages 10 to 18 years. The agency provides emergency short-term shelter placement, group home placement, and independent living program placement. The shelter placement is a high-impact experience filled with physical activities, chores, academic studies, group counseling/advising, and team-work. A behavior modification program is used to extinguish negative behaviors and reinforce positive ones in the group home placement setting. Over a span of several months, the youth is introduced to basic skills such as problemsolving, accepting criticism, accepting no for an answer, and accountability. A variety of counseling sessions is made available to youth on a weekly basis for individual sessions and small and large counseling groups. Residents in the IL program will have the opportunity to seek employment, obtain vocational training, learn life skills related to banking, budgeting, public transportation, etc. A mentor and coordinator will assist in monitoring all independent living progress/criteria and attaining goals as deemed necessary by the treatment team.

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### **Expected outcomes.**

- To develop a positive attitude towards school and learning.
- To facilitate each child's natural curiosity to learn and provide the youth with daily opportunities for academic success.
- To increase the child's environmental and career knowledge.
- To provide a supportive environment which encourages individual growth and development by trained and caring staff.
- To effectively intervene in the lives of troubled youth, by teaching values, ethics and self-discipline.
- To increase the client's feelings of self-worth and esteem through positive reinforcements.
- To instruct clients how to set and achieve realistic goals and accept responsibility.
- To facilitate and strengthen family relationships through counseling and group sessions.
- To develop appropriate social interaction skills and life skills.

### **Program monitoring.**

Services are monitored between the facility and county on a regular basis by monthly visits and phone-calls with caseworker or probation officer. Crossroads staff is required to provide the county agency with data on the following specific performance measures which it routinely tracks:

- Recidivism
- Licensing Compliance
- Service Delivery
- Resident Retention
- Educational Progress
- Physical Interventions
- Community Service Hours Completed
- Customer Grievances
- Customer Satisfaction

Objective and subjective information will be used to measure program compliance with identified performance measures. Objective information consists of data related to placement reentry, licensing citations, failure to adjust, community service hours, and grievances received. Subjective information will primarily be received through the Customer Satisfaction Surveys.

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### 6-3a. Evidence Based Programs

#### **Pertinent Submission Information**

This subsection of the Narrative Template is for Special Grant Initiatives (SGI): Evidence-Based Programs (EBP), Pennsylvania Promising Practices (PaPP), Housing and Alternatives to Truancy (ATP) programs. Please review Appendix 9 of the FY 2011-12 NBPB prior to completing this section or the Budget Excel File worksheets.

To ensure proper evaluation of any special grant request, counties must provide brief and sufficient explanations and justifications to the questions in the Narrative Template. Counties are advised to prepare informative responses that offer a clear understanding to help the reviewer recommend approval, rather than a denial or reduction in funds because of missing or unclear information.

Additionally, if a county is requesting a renewal or an expansion of an existing special grant and there was under-utilization and/or under-spending of the grant in FY 2008-09 and/or FY 2009-10, the county must provide detailed explanations as to the cause(s) of the underperformance and must identify measures the county will utilize to prevent the underperformance in both FY 2010-11 as well as FY 2011-12.

If a county is requesting a new grant, it must provide succinct details as to the target population, planned utilization, realistic timeframes for implementing the special grant and outcomes expected to be achieved.

In addition to the Narrative Template, the county must enter SGI fiscal information for each fiscal year in the Budget Excel File. That file will be the primary source for fiscal information. Please ensure fiscal costs in the Narrative Template match the Budget Excel File. Instructions for completing the Excel files are included in Appendix 9 and in the Excel file.

The Special Grants Budget Form for FY 2010-11 requests FY 2008-09 and FY 2009-10 actual expenditures with Needs-Based Fund adjustments and line-item budget information for each SGI in Appendix 9 with the exception of State Reintegration. CCYAs are also required to enter fiscal information in the FY 2011-12 Special Grants Funding Request Form.

Counties are also required to complete the SGI Contact List in the Budget Excel file for all SG and IL programs.

#### **Requests to Transfer/Shift Funds within Evidence-Based Programs and Pa Promising Practices**

The following subsections provide counties the opportunity to transfer or shift funds within the EBP and PaPP for FY 2010-11. The requests may not exceed the total allocation of the EBP or PaPP and must include detailed justification for the proposed changes. This opportunity is available only for EBP and PaPP. It is not applicable for Housing, ATP or State Reintegration.

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**6-3a. Evidence Based Programs: Multi-Systemic Therapy**

Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)				
Funded and delivered services in 2009-10 but not renewing in 2010-11				
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
			Y	

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$66,731/\$66,624	- \$15,624	\$51,000
FY 2011-12			\$60,500

Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

*Response:*

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

*Response:*

**Complete the following table for each applicable year.**

	0607	0708	0809	0910	1011	1112
Target Population	50	50	75	75	75	75
# of Referrals	29	28	42	32	40	45
# Successfully completing program	25	25	32	25	34	38
Cost per year	\$43,095	\$52,030	\$60,450	\$50,960	\$51,000	\$60,500
Per Diem Cost/Program funded amount	\$65/day	\$65/day	\$65/day	\$65/day	\$65/day	\$65/day
# of MA referrals	24	22	36	24	32	36
# of Non MA referrals	5	6	6	8	8	9
Name of provider	Adelphoi	Adelphoi	Adelphoi	Adelphoi	Adelphoi	Adelphoi

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### **If this is a renewal of services delivered in FY 2009-10, answer the following:**

- ❑ Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

*Response:* MST has been an effective placement prevention intervention. To date, 6 children (20.7 percent) of the 29 children served during FY 2009-2010 subsequently entered placement. No challenges to implementation are identified. Caseworkers and probation officers will continue to identify appropriate referrals for this effective intervention.

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

*Response:* Only one barrier occurred during FY 2009-2010. The MST program had one less therapist for a significant period of time and, consequently, there were delays in initiating treatment for a number of youth referred to the program. This observation is in direct opposition to the routine experience of engaging youth in treatment immediately within days of referral.

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

*Response:* A total of 32 children received MST services during FY 2009-2010; 25.0 percent (8 children) were funded through CYF and 24 children through the MCO. CYF paid for 784 days of care (\$50,960). Value Behavioral Health expenditures totaled \$103,935.

The underspending of the grant funds was principally due to the service provider being short one therapist for a significant period of time. There was a back-up of referrals awaiting assignment. Children's treatment was delayed or worse yet, out-of-home placements occurred in the absence of assignment to a MST therapist.

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

*Response:* The MST program is currently fully staffed with therapists to serve Armstrong County youth.

### **Complete the following for each applicable year.**

- ❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

#### **FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* Youth who are school truant, ungovernable, status offenders, or delinquent between the ages of 12 and 17 years are appropriate candidates for MST. Youth displaying emotional

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and behavioral disturbances of serious antisocial behavior including fighting, arguing, threatening, destroying property, using drugs and alcohol, disrespectful and disobedient conduct, running away, truancy, and curfew violations who are at high risk of out-of-home placement. It is a countywide intervention for youth involved with CYF or the juvenile probation office.

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

*Response:* Same as above.

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

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* MST outcomes are reported in two ways: discharge reports and one year out of MST done by follow up telephone contacts with the caregivers and youth.

For discharge reports, information regarding certain objectives is measured: living at home at the time of discharge, attendance at school or work, crime free and quality of the relationship between caregiver and youth. This same information is followed up throughout the time period after MST up to one year. Reports of these outcomes are given to each referral source at least one time per year.

At discharge it is expected that MST teams will achieve 85% or higher “goals met” as measured in 6 and 12 month cycles. At one year out of MST treatment it is expected that 70% or higher of the youth discharged with “goals met” will be in the community not needing further intensive out of home treatment and, in fact, should be without other types of community based services for the original referred behaviors.

In addition, details regarding therapist adherence to the MST model are reported along with length of treatment. The staff responsible for these Program Implementation Reviews are the system supervisors who provide the MST clinical consultation with the treatment team.

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:* Same as above.

- ❑ Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

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*Response:* Youth are identified by the caseworker or juvenile probation officer for possible MST referral. The youth is referred for a psychological evaluation to determine if MST would be an appropriate intervention. If a diagnosis is made and MST is prescribed, the service is implemented quickly. County agency staff has ready access to a psychologist for evaluation of the youth and the MST provider, Adelphoi, is able to assign a therapist immediately. County agency staff has been very satisfied with the timeliness, quality, and effectiveness of the MST intervention.

Full cooperation has been obtained from the behavioral health MCO in processing the psychologist's claims for the assessments and, if MST is prescribed, authorizing the service. The majority of MST clients have their treatment paid through the behavioral health MCO. Only when youth are not MA-eligible is this special grant funding utilized.

**FY 2011-12** Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification.

*Response:* Same as above.

- ❑ Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.
- ❑ **FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* Due to the reduction in funding for Special Grants, it is necessary to redistribute those funds earmarked for MST and FGDM to include some funds for Family Development Credentialing. Consequently, an adjusted figure of \$51,000 is requested for MST. This represents a maintenance budget based on the reduced expenditures for MST during FY 2009-2010. The average treatment constitutes 90 days at a per diem figure of \$65.

- ❑ **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

*Response:* For FY 2011-2012 the county agency is requesting a restoration of MST Special Grants funding to match prior years' expenditure levels. A figure of \$61,500 is requested based on FY 2008-2009's expenditures (\$60,450) which is more typical than the most recently completed fiscal year with 42 children served.

- ❑ For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

*Response:* The county agency has had the availability of MST for at least five years. MST has greatly contributed to the agency's good standing in respect to the statistics on the number of children in care per 1,000 population. The county agency's performance in regard to placement rate is superior to other sixth class counties, the western region, and the state as a whole. Fewer children in Armstrong County are in care per 1,000 population in each of

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the 10 AFCARS periods detailed in the charts contained in Section 5-1a, "Foster Care Population Flow." The agencywide emphasis on in-home services, such as MST, and other family support services is responsible.

- Identify any technical assistance needs the county or provider agency has to provide effective services.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* No technical assistance is requested at this time.

**FY 2011-12** (for counties requesting funds for the first time)

*Response:*

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**6-3a. Evidence Based Programs: Multidimensional Treatment Foster Care**

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)				
Funded and delivered services in 2009-10 but not renewing in 2010-11				
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
		Y		

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$62,773/\$0		\$0
FY 2011-12			\$44,838

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

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

*Response:*

- Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population						5 delinquent youth
# of Referrals						2
# Successfully completing program						2
Cost per year						\$44,838
Per Diem Cost/Program funded amount						\$149.46 per day
# of MA referrals						0
# of Non MA referrals						2
Name of provider						Wesley Spectrum Services

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### **If this is a renewal of services delivered in FY 2009-10, answer the following:**

- ❑ Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

*Response:*

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

*Response:*

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

*Response:*

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

*Response:*

### **Complete the following for each applicable year.**

- ❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

**FY 2011-12** Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification. Describe the provider's capacity to serve additional youth.

*Response:* MDTFC model had been adapted and tested with children and adolescents with severe emotional and behavioral disorders, and girls referred from juvenile justice for severe delinquency. Two youth are projected to receive MDTFC service during FY 2011-2012.

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

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**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:* The ultimate goal of the MDTFC service is to provide an alternative to residential treatment for youth who have serious behavioral health needs and need intensive services aimed at reintegrating the youth back into to his or her home community. MDTFC placement would be utilized as a diversion to more restrictive placement setting for delinquent and/or dependent youth with mental health diagnoses or as an after care placement when youth are returning from a highly restrictive institutional setting and placement back with the family of origin is not yet possible.

There are two major aims of MDTFC: 1) to create opportunities so that youth are able to successfully live in families rather than in group or institutional settings, and 2) to simultaneously prepare their parents, relatives or other aftercare resources to provide youth with effective parenting so that the positive changes made while the youth are placed in MTFC can be sustained over the long- run.

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

*Response:* No current approval through the county’s MCO has been obtained to cover costs associated with MDTFC. Efforts will be made to work to obtain MCO approval for FY 2011-2012. Even if approved for MCO participation in FY 2011-2012, however, many juvenile delinquent youth are not MA eligible and these special grant funds will help serve this population of youngsters.

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

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**FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

*Response:* The per diem for MTFC is \$149.46. One youth at 6 months of treatment (\$26,903) and one youth at 4 months of treatment (\$17,935) are proposed for FY 2011-2012.

- ❑ For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

*Response:* The anticipated cost offset may be a slightly lower per diem as opposed to group home placement for certain delinquent youth. The greater benefit, by far, is the family treatment setting for the youth in lieu of group home placement.

- ❑ Identify any technical assistance needs the county or provider agency has to provide effective services.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

**FY 2011-12** (for counties requesting funds for the first time)

*Response:* No technical assistance is requested at this time.

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**6-3a. Evidence Based Programs: Family Group Decision Making**

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)				
Funded and delivered services in 2009-10 but not renewing in 2010-11				
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
			Y	Y

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$54,727/\$45,725	- \$5,725	\$40,000
FY 2011-12			\$73,050

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

*Response:*

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

*Response:*

- Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population	75 families	75 families	100 families	100 families	125 families	150 families
# of Referrals	22	17	35	24	38	53
# Successfully completing program	7	5	14	11	18	26
Cost per year	\$10,554.10	\$18,679.45	\$29,943	\$32,391	\$40,000	\$73,050
Per Diem Cost/Program funded amount	\$1,779/ family unit	\$65/hour	\$65/hour	\$65/hour	\$3,000/ \$1,000/ \$250/ & \$65/hour	\$3,000/ \$1,000/ \$250 & \$65/hour
# of MA referrals	NA	NA	NA	NA	NA	NA
# of Non MA referrals	22	17	35	24	35	50
Name of provider	HFSS	HFSS	HFSS	HFSS	HFSS	HFSS

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### **If this is a renewal of services delivered in FY 2009-10, answer the following:**

- ❑ Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

*Response:* The practice's results appear below under the discussion on outcomes.

During the early implementation years of the FGDM practice, on the advice of experts, Armstrong County staff screened out for FGDM, families experiencing child sexual abuse and/or domestic violence. Recent challenges to implementation centered on the practice's use in these families. After four years' experience with FGDM, Armstrong County expanded the practice to include these troubled families. During the 2008-2009 fiscal year the county's FGDM Implementation Team developed strategies on the use of this practice with these family situations. Additional safeguards have been built into the practice to insure the safety of all participants. More families are now eligible for FGDM since the county no longer has the sexual abuse/domestic violence prohibition and, indeed, productive meetings have safely been conducted. This new development plus Armstrong County's participation in Pennsylvania's Permanency Practice Initiative (since FGDM is one of the six core elements of PPI) will lead to this practice's use among a greater number of Armstrong County families.

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

*Response:* Unfortunately, some county agency staff members continue to refuse to see the value of FGDM and, consequently, some families are not offered FGDM. Agency policies have been set into place which serve as strategies to overcome the staff resistance obstacle. In addition, training activities and success stories related to the FGDM practice are being presented to the county agency staff.

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

*Response:* During FY 2008-2009 expenditures totaled \$29,943. Total expenditures for FY 2009-2010 are \$32,391. Although increased spending is noted in the most recently completed fiscal year, significant under-utilization of the FGDM grant funds occurred. Under-utilization is a function of the barrier described above.

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

*Response:* With the new county agency policies which guide/require its use in practice and Armstrong County's designation as a PPI County, FGDM is moving to become an integral part of practice. FGDM spending is projected to increase substantially during FY's 2010-2011 and 2011-2012.

All families in the PPI target population of children ( $\leq 5$  years of age and their older siblings) are offered FGDM. If a family refuses, repeated efforts should be made during the life of the

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case to engage the family with FGDM. Older adolescents transitioning out of care should also be offered FGDM. All families opened for continuing service will hear a short presentation on FGDM from the FGDM program coordinator. FGDM will also be linked to a proposed FY 2011-2012 Pennsylvania Promising Practice, safe child visitation program.

The provider agency (Holy Family Social Service) is able to assign an employee to full-time status as the FGDM coordinator as the increase in referrals impacts the coordinator's workload.

### **Complete the following for each applicable year.**

- ❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* The target population spans children and families covering the whole gamut of child welfare and juvenile probation practice, i.e., from intake through older youth transitioning out of placement. FGDM can be used at any point in the life of a case. In addition, FGDM may be used as a diversion strategy for both the child welfare and the juvenile justice systems. Families involved in acrimonious child custody disputes where the safety of the child during visitation is also in question may also be served by FGDM if the proposed Promising Practice is approved for FY 2011-2012.

**FY 2011-12** Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification. Describe the provider's capacity to serve additional youth.

*Response:* See the discussion above aimed at ensuring that grant funds for the FGDM practice are maximized and effectively managed.

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

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* There are three key outcomes for the FGDM practice:

- a. Children will be cared for in a family setting
- b. Families are empowered to make their own decisions regarding the care and safety of their own children, and
- c. Families' connections to extended family members and community resources are enhanced

HFSS collects data on each of the FGDM outcomes. Specific indicators are used, tied to data sources and data intervals. Compliance goals are stated in an outcome percentage, e.g., 90 percent of children will remain in a family setting. A quarterly status report is generated, e.g., there were 8 families in which meetings occurred. The children remained with their families (100 percent).

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**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:* See the discussion above aimed at ensuring that grant funds for the FGDM practice are maximized and effectively managed.

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* Family members, caseworker, or juvenile probation officer may request the FGDM intervention. The FGDM Coordinator meets with the principal family member(s) to assess the client’s interest in proceeding. If approval is obtained, the circle of family members is established. In FGDM, family is always more than the nuclear family and may include extended family, friends, primary support people, and community support people. The Coordinator contacts the participants and explains the purpose and strategy. Referral agents and community agencies involved with the family are also asked to attend the family meeting in order to contribute to the first phase of the meeting in which family strengths and concerns are discussed. However, there is “private family time” when the family is able to talk and make a plan among themselves. Once a plan is developed, the child welfare or juvenile probation professionals are asked to review it to help insure that it addresses identified concerns.

County agency staff has a strong partnership with the provider agency, HFSS (Holy Family Social Services), in implementing this practice among Armstrong County families. For over seven years, HFSS has worked with Armstrong County CYF staff in developing and refining this practice. HFSS’ staff demonstrates timely, sensitive responses to FGDM referrals. Medical assistance for this service, at this time, does not apply.

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

*Response:* See the discussion above aimed at ensuring that grant funds for the FGDM practice are maximized and effectively managed.

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* Although FGDM special grant funding spending is projected to increase (\$7609) for FY 2010-2011, the increase represents little more than a maintenance budget for the practice. With the adoption of the new reimbursement structure for FGDM, as few as three more successful meetings during 2010-2011 will absorb this modest increase.

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**FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

*Response:* FGDM is purchased from HFSS. Under the new reimbursement structure, it is reasonable to project the following for FY 2011-2012:

• 18 successful conferences (1.5 per month) @ \$3,000	\$54,000
• 8 successful referrals @ \$1,000	\$ 8,000
• 7 unsuccessful FGDM referrals @ \$250	\$ 1,750
• 20 unsuccessful FGDM referrals @ \$65/hour	\$ 1,300
• Program Support Expenses (see below)	\$ 8,000
TOTAL	\$73,050

The total projected figure represents an increased use of FGDM and it is based on the wider use of the practice as a consequence of the county's full commitment to participate in Pennsylvania's Permanency Practice Initiative. Additionally, FGDM is a valuable strategy to support planning in kinship foster care, which is also identified as a priority for Armstrong County CYF staff.

The remaining figure (\$8,000) is used to support meeting expenses (site fee, meal, etc.), travel for family members to attend meetings, child care, supplies used at the meeting, promotional and educational materials, and FGDM staff/Implementation Team members' attendance at the American Humane Association's FGDM Conference.

Each month HFSS invoices the county agency, clearly identifying the client and unit cost under the recently issued cost guidelines.

- For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

*Response:*

A parallel discussion to what was presented for MST can also be offered for FGDM. The FGDM practice has been in place since November 2004. County agency staff has seen the impact of this practice over the past 6 years. The county agency's placement rate, when compared to other sixth class counties and to the state as a whole, is superior. FGDM is one of the key strategies that have helped the county demonstrate a lower placement rate. Although the placement rate may not be significantly reduced in the future, more kinship foster care, less non-relative foster care will be demonstrated.

- Identify any technical assistance needs the county or provider agency has to provide effective services.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* No technical assistance is requested at this time.

**FY 2011-12** (for counties requesting funds for the first time)

*Response:*

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6-3a. Evidence Based Programs: Family Development Credentialing

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)				
Funded and delivered services in 2009-10 but not renewing in 2010-11				
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
				Y

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$38,100/\$0	+ \$21,349	\$21,349
FY 2011-12			\$37,449

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response:

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

Response:

- Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population					100 frontline family workers	80 frontline family workers
# of Referrals					10 Armstrong County	20 Armstrong County
# Successfully completing program					10	20
Cost per year					\$21,349	\$37,449
Per Diem Cost/Program funded amount					\$2,134.90/ student	\$1,872.45/ student
# of MA referrals					0	0
# of Non MA referrals					10	20
Name of provider					HFSS	HFSS

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### **If this is a renewal of services delivered in FY 2009-10, answer the following:**

- ❑ Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

*Response:* Armstrong County has just begun to establish FDC under its designation as a PPI Phase Two County. The training of the FDC instructors and portfolio advisors represent the only activities accomplished during FY 2009-2010. An ample supply of instructors and portfolio advisors have been established. The FDC series of sessions with students is tentatively scheduled to begin in the fall 2010 and, hence, the need to allocate funds to FDC for FY 2010-2011.

- ❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

*Response:* The denial of the FDC special grant funding request of \$38,100 for FY 2010-2011 submitted last year is a hardship. If this reallocation of special grant funds is approved, however, efforts can be made, on a limited basis, to move forward and begin the training of frontline family workers on obtaining their FDC certifications.

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

*Response:* Approximately \$1,700 was expended during FY 2009-2010 related to the training of FDC instructors and portfolio advisors.

- ❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

*Response:* Significant underspending occurred as a consequence of not being able to move forward with offering the actual series of FDC sessions for students. Training for FDC instructors was not offered until April 2010; portfolio advisors were trained in June 2010. We accomplished the groundwork for FDC during FY 2009-2010. Armstrong County, in partnership with Indiana County C&Y for FDC, is now prepared to recruit frontline family workers as students and offer this credentialing program during FY 2010-2011.

### **Complete the following for each applicable year.**

- ❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

#### **FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* Frontline family service workers in Armstrong County represent the target population for the Family Development Training and Credentialing Program. These workers come from a wide range of government, private, and not-for-profit agencies. The county agency's in-home service providers are at the top of the list. But many other community service

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providers will be invited to participate, including colleagues at the Community Action Agency, Head Start, mental health service providers, D&A treatment providers, home visitors, school district family workers, and child care center workers to name a few.

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

*Response:* The plan is to offer two series of FDC classes during FY 2011-2012. Expenses will be shared between the two child welfare agencies in Armstrong and Indiana counties. The two county C&Y agencies share many of the same service providers so it made program and fiscal sense to combine resources.

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

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* Twenty frontline family service workers will participate in the FDC training program during FY 2010-2011, impacting:

Families and communities-

- Parents and families are able to set and achieve their own goals.
- Families benefit when all workers with whom they interact use the same strengths-based practices.
- Once families accept their own strengths, they are more involved in their own communities - which in turn leads to improved attitudes and conditions in communities.

Professional development and applying training to practice-

- Training provided with a multiple-systems approach creates improved partnerships that lead to improved system practices
- Training that is driven by local champions has a greater chance of long-term impact.
- Training needs to be both standardized and accredited.

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:* Two series of FDC training classes are projected to be offered to students in FY 2011-2012. It is estimated that 40 frontline family workers will be trained.

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

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### **FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* FDC will be provided in the two counties by the establishment of a local advisory committee. The CYF agencies will be responsible for establishing the FDC advisory committee. Holy Family Social Services has been identified as the local affiliate agency for FDC. Partnering with the local advisory committee, the affiliate agency is establishing a local implementation team. The local implementation team will serve as the “staff” for the FDC Program.

FDC training is coordinated by CAAP (Community Action Agency of Pennsylvania) staff who trained the counties identified FDC instructors in April 2010. Eight individuals became certified FDC-PA Instructors at a 5-day train-the-trainer Instructors’ Institute. Twelve Portfolio Advisors were recruited and will oversee the practice of the students; the Portfolio Advisors received a 1-day training in June 2010 and became certified FDC-PA Portfolio Advisors.

Agencies will nominate frontline staff members to the available training slots. Trainees will be provided with the training through classroom sessions, participate in portfolio development activities, and complete the examination.

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

*Response:* Same as above with the one expansion exception. It is our plan to offer two series of FDC sessions in FY 2011-2012, reaching a total of 40 students.

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

### **FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* CAAP (Community Action Association of Pennsylvania) provided a sample budget for a local FDC Program. CAAP’s figures reflect the cost of the series of classes per worker at \$1,610 (including worker handbook and credentialing fee). A class of 20 students represents a total cost of \$32,200, with the Armstrong County share for 10 students at \$16,100. The balance (\$5,249) of this FDC funding request will cover the costs of the local affiliate agency to coordinate the program. Some of the tasks that the local affiliate will perform include: distribute literature, recruit students, organize training sessions and site, engage instructors and portfolio advisors for the training series of sessions and, in general, administer the program.

**FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county’s successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

*Response:* Two series of FDC classes is planned for FY 2011-2012 with 40 students projected to participate. Armstrong County’s share for 20 students is \$32,200 plus the local affiliate agency’s coordination and administration expense of \$5,249 identified above, for a total figure of \$37,449.

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- For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

*Response:* Families in the child welfare system will be engaged and cooperate in addressing issues of child dependency, leading to shorter periods of involvement with public child welfare. This can impact the county agency's in-home service cases and placement cases as well. With placement cases, children may experience shorter placement episodes.

In other instances, the skilled FDC frontline family workers will provide service to families, resolving issues that could lead to dependency, and prevent those families from entering the child welfare system.

Staff members who are properly trained and prepared to work with families and who experience success with families are less likely to burn-out and leave their jobs. Less turnover of experienced staff benefits families in the community and the agencies which do not have to invest energy and financial resources in orienting and training new staff.

There will be cost savings: more abbreviated periods of service by the county agency and its service providers, shorter placement episodes, the diversion of families due to issues which could lead to dependency being adequately addressed, and less staff turnover. Significant cost savings could be realized in the years ahead.

- Identify any technical assistance needs the county or provider agency has to provide effective services.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* No technical assistance is requested at this time.

**FY 2011-12** (for counties requesting funds for the first time)

*Response:*

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**6-3b. Pennsylvania Promising Practices**

The following questions must be answered for the PaPP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

**PaPP Dependent**

Program Name:	Day Treatment Aftercare and Mentoring Program			
<b>Request Type</b>	<b>Enter Y or N</b>			
Renewal from 2009-10	<b>Y</b>			
New implementation for 2010-11 (did not receive funds in 2009-10)				
Funded and delivered services in 2009-10 but not renewing in 2010-11				
Requesting funds for 2011-12 (new, continuing or expanding)	<b>N</b>	<b>New</b>	<b>Continuing</b>	<b>Expanding</b>

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within PaPP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$15,350/\$4,418		\$4,418
FY 2011-12			\$0

- ❑ Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

*Response:*

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

*Response:*

- ❑ **Complete the following table for each applicable year.**

	0607	0708	0809	0910	1011	1112
Target Population	29	25	25	22	25	25
# of Referrals	3	7	7	3	3	6
# Successfully completing program	2	5	6	3	3	6
Cost per year	\$3,248	\$7,342	\$10,102	\$2,436	\$4,418	\$8,800*
Per Diem Cost/Program funded amount	\$89	\$91	\$91	\$91	\$91	\$91
# of MA referrals	NA	NA	NA	NA	NA	NA
# of Non MA referrals						
Name of provider	HFSS	HFSS	HFSS	HFSS	HFSS	HFSS

\*Not eligible for PaPP Funding; requesting continuation through Act 148/county sources.

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### **If this is a renewal of services delivered in FY 2009-10, answer the following:**

- Clearly describe the program's accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

*Response:* The Day Treatment Aftercare and Mentoring Program has been successful in reintegrating children into the regular classroom and preventing the reemergence of school truancy and subsequent out-of-home placement. Only 1 of the 7 youth who received this service during FY 2008-2009 subsequently entered placement; an 86 percent effective rate in preventing placement is established. Although too early to draw conclusions for FY 2009-2010, the children who received this mentoring service are at home with their families, attending school. This program's existence over the past four years has contributed to the county's lower placement rate and has already demonstrated a cost offset.

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

*Response:* No barriers/challenges were identified during FY 2009-2010.

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

*Response:* Underspending of the grant funds was a function of the population of youth in the day treatment program during FY 2009-2010. Although many admissions occurred during the fiscal year, many youth had not made sufficient progress and were not at the position in their day treatment programming where this resource is utilized.

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

*Response:* In past years there has been underspending of these grant funds; however, the 70 plus percent reduction in the OCYF-approved allocation figure of this PaPP for FY 2010-2011 will guide county agency staff to carefully and effectively manage this limited funding aimed at benefitting several day treatment students.

### **Complete the following for each applicable year.**

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* This mentoring program is offered to both dependent and delinquent youth who are transitioning from the day treatment program serving school truant youth who are returning to the traditional school setting. It is a countywide program since the day treatment program accepts students from all school districts serving Armstrong County residents.

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**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

*Response:*

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

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* The transition of a youth from the day treatment classroom to the traditional classroom in the youth’s home school district has not gone smoothly for many youngsters. Frequent unexcused absences and poor academic performance reemerge. A number of these failed day treatment situations lead to the children entering substitute care.

This day treatment aftercare piece helps insure a successful transition so that the youth attends school regularly and succeeds academically. The principal outcome for this mentoring program is regular school attendance. Youth who receive this additional intervention will be attending school at 3, 6, 9, and 12 months following discharge from the day treatment school setting. Contact will be made with the youth and school officials to measure success.

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:*

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency’s experience with the provider agency. Provide a timeline for any changes or new program implementation.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* The county caseworker makes a referral of youth who will be exiting the day treatment program and returning to their home school. The mentor establishes a relationship with the youth while the youth is a day treatment student and participates in the day treatment transition planning. The mentor works with the youth, his/her parents, day treatment staff, public school officials, and CYF caseworker. The youth is provided services for three months or a longer period of time, if necessary, to strengthen school attendance. The provider, Holy Family Social Services, has provided timely and effective services since this program’s inception four years ago.

MA approval/enrollment status is not applicable.

**FY 2010-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

*Response:*

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- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:* Holy Family Social Services (HFSS) is contracted on a fee-for-service basis (\$91/hour). The average service cost was \$1,472 per youth, totaling \$4,418 projected for 3 children's service during FY 2010-2011.

- **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

*Response:* This is the second year of this PaPP and, thus, it is ineligible for funding as a Promising Practice. Funding for FY 2011-2012, however, is proposed in the county agency's Needs-Based request.

- **For FY 2011-12**, Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

*Response:*

- Identify any technical assistance needs the county or provider agency has to provide effective services.

**FY 2010-11** (for counties with approved allocations)

*Response:* No technical assistance is requested at this time.

**FY 2011-12** (for counties requesting funds for the first time)

*Response:*

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**6-3b. Pennsylvania Promising Practices**

The following questions must be answered for the PaPP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

**PaPP Dependent**

Program Name: Safe Child Visitation Program

Request Type	Enter Y or N		
Renewal from 2009-10	N		
New implementation for 2010-11 (did not receive funds in 2009-10)	N		
Funded and delivered services in 2009-10 but not renewing in 2010-11	N		
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing
		Y	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within PaPP funds. Counties may not transfer/shift from or to other SGI categories.)

Armstrong County staff is requesting funding for a proposed Pennsylvania Promising Practice, Safe child Visitation Program.

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$0		\$0
FY 2011-12			\$50,000

- ❑ Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: Not applicable

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

Response: Not applicable

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❑ Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population						15 families/ 30 children
# of Referrals						15 families/ 30 children
# Successfully completing program						15 families/ 30 children
Cost per year						\$50,000
Per Diem Cost/Program funded amount						Per Unit of Service Cost
# of MA referrals						0
# of Non MA referrals						15 families/ 30 children
Name of provider						To Be Determined

**If this is a renewal of services delivered in FY 2009-10, answer the following:**

❑ Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

*Response:* Not applicable

❑ What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

*Response:* Not applicable

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

*Response:* Not applicable

❑ If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

*Response:* Not applicable

**Complete the following for each applicable year.**

❑ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

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*Response:* The county agency is seeking funding to support a safe visitation and relationship building program for those families with children impacted by acrimonious divorce, custody, and separation. Armstrong County Common Pleas Court Judges have, in the past, had to rely on the limited resources of the public child welfare agency to support child safety during visitation when there have been concerns about a parent's conduct. The county agency plans to contract with a private agency to provide a continuum of services to meet this identified need including various levels of supervised visitation, neutral pick-up/drop-off, conflict resolution between adults, and parenting instruction. Family Group Decision Making, when possible, will be added as a strategy to overcome conflict obstacles.

Visits between a parent and child will occur in a safe setting that encourages relationship building. Program staff observes and documents parent-child interactions and provides information to give guidance and support to family members. Three levels of supervised visitation are proposed: supervised, monitored, and pick-up/drop-off. The first level is supervised visits which involves a staff member sitting in or observing the entire visit and documenting everything that transpires. The second level is monitored visits and the program staff will not be observing the whole time; the staff member will check-in with the family periodically during the visit. The third level is pick-up and drop-off and with this level the parents decide on a location and the staff member will be there to observe the interaction.

Educational groups for parents and for school-aged children will be offered to families in which parents have filed for a divorce, custody, or Protection from Abuse action. The research-based curriculum, Children in the Middle, will be used. It is a skills-based program that helps children and parents deal with the children's reactions to the family members' disrupted lives. In these situations parents may use their children to manipulate and/or control each other around a variety of personal, social, and financial issues. These tactics increase the stress and anxiety typically experienced by children and can increase children's risk for behavior problems, depression, delinquency, substance use, teen pregnancy, school failure and drop-out, and suicide. This curriculum was developed to reduce children's risk for post-divorce maladjustment by reducing the loyalty conflicts experienced by children.

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

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

**FY 2011-12** Renewing counties may reply with "same as above" unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:* The principal service outcome of this supervised visitation program is to maintain/improve the parent-child relationship and other family attachments in spite of difficult circumstances. Moreover, children's well-being will be enhanced by a reduction in children's risks for behavior problems, depression, delinquency, substance use, teen pregnancy, school failure and drop-out, and suicide.

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The availability of this resource will allow the courts and the county agency staff to refer families to this specialized service when the conflict between parents places their children at risk and, in most instances, will prevent families from entering or will limit families' penetration with the public child welfare system.

The prevention of child dependency and juvenile court involvement will be measured by examining referrals to the county agency on a quarterly basis. Families served through this specialized programming for custody related issues will not be referred/re-referred to the county agency for a period of at least nine months following service delivery.

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency's experience with the provider agency. Provide a timeline for any changes or new program implementation.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

**FY 2010-12** Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification.

*Response:* Referrals will be made by Armstrong County Court of Common Pleas' Judges and by county agency staff. A staff member providing this service will meet with the parents and conduct an intake assessment including the review of any court orders that pertain to the parents' participation. Service agreement will be formalized in a plan which the parties are asked to sign. The plan will detail if reports to the referral source are periodically required. The parents and children will receive services pursuant to the plan. The plan will be modified to reflect new information that dictates service adjustments. Families will be discharged following completion of services.

No provider agency to date has been identified. Implementation is requested for July 1, 2011. During the current fiscal year the county agency will solicit proposals from service providers to offer these visitation and conflict resolution services.

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

- **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

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**Response:** It is estimated that the service demand during FY 2011-2012 will be 15 families (30 children). Weekly parent-child visits are planned. Average length of service per family is estimated at one-half year (26 weeks).

Visit Unit of Service = 1 hour; 50 percent of families will have 1 unit of service per week and 50 percent of families will have two units of service per week. (15 families x 26 x 1.5 = 585 visit units of service).

Depending upon the level of visit supervision, the projected cost per unit is \$50, \$75, or \$100.

An average figure of \$75 x 585 visit units = \$43,875

6 children's groups per FY @ \$200 = \$ 1,200

6 parents' groups per FY @ \$200 = \$ 1,200

Children in the Middle Curriculum = \$ 800

Other engagement/play supplies = \$ 2,925

TOTAL \$50,000

**For FY 2011-12,** Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

*Response:* The availability of this resource will allow the courts and the county agency staff to refer families to this specialized service when the conflict between parents places their children at risk and, in most instances, will prevent families from entering or will limit families' penetration into the public child welfare system.

The prevention of child dependency and juvenile court involvement can yield significant cost savings. The Armstrong County Report from our ABA Permanency Barriers Project cites a state statistic that it costs approximately \$21,000 per year for a child to be placed in foster care. Moreover, as far as child well-being is concerned, if adults' conflicted and contemptuous relationships are dealt with successfully, their children will thrive and will be less likely to need additional community social service supports in later childhood and adolescence. Children's well-being is enhanced by a reduction in children's risks for behavior problems, depression, delinquency, substance use, teen pregnancy, school failure and drop-out, and suicide.

Identify any technical assistance needs the county or provider agency has to provide effective services.

**FY 2010-11** (for counties with approved allocations)

*Response:*

**FY 2011-12** (for counties requesting funds for the first time)

*Response:* No technical assistance need is identified at this time.

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**6-3c. Housing Initiative**

The following questions must be answered for the Housing Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Program Name:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11				
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
		Y		

Budget	\$ amount
FY 2010-11 Approved Budget	\$0
FY 2011-12 Budget Request	\$36,000

**If this is a renewal of Housing services delivered in FY 2009-10, answer the following:**

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

*Response:*

- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

*Response:*

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

*Response:*

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

*Response:*

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- ❑ Identify and describe the target population(s) for whom the county expects to provide these services.
- ❑ Describe the programs for dependent and delinquent youth which:
  - Prevent children from being placed, or
  - Facilitate the reunification of children with their families, or
  - Facilitate the successful transition of youth aging out, or who have aged out of placement. As of FY 2010-11, this includes all aging out youth with the exception of those who emancipate care on or after age 18, who will be funded through Appendix 8: IL Services, Room and Board.
- ❑ **FY 2010-11** (for counties with approved allocations)

*Response:*

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:* The target population includes families with children who will enter placement if their serious housing issue which is an imminent threat to the safety of the children is not remedied. Included in this target group are mothers who are receiving outpatient treatment for their serious substance abuse who have children and who are also struggling with housing issues. The target population also includes the families of children in substitute care where safe and adequate housing is the sole obstacle to reunification. And lastly, for older youth between the ages of 18 and 21 who do not meet the Chafee Room and Board eligibility requirements and require assistance with housing resources. This target population will be served under this Initiative when clients are ineligible for other community resources or there is a significant timeliness issue.

The existing housing resources for the communities of Armstrong County have provided some help in meeting the outcomes for our target population. These resources have always been and will continue to be explored. These resources, however, have not always been able to meet the volume of the need, the timeliness of the need, or there may be a program guideline that is prohibitive of the assistance being provided. For example, families in which there was past criminal activity may not be able to access subsidized housing. The county agency and the Armstrong County Housing Authority on two separate occasions applied for the federal Family Unification Program (FUP) vouchers. Unfortunately, the county was unsuccessful. Support under this C&Y Housing Initiative will help to close this service gap when other resources are not available.

The FGDM practice has prevented children from being placed or helped reunify children more quickly who had entered placement. The practice is also useful with older youth transitioning from the system in helping to establish stable living arrangements and connections. MST has been useful in preventing placements too; it has also been used to abbreviate placement episodes. A new county-based resource for women in recovery from substance use is now housing women and their children and supporting their continued recovery. Myah’s House of Hope is designed to assist women and their children in a structured living environment so that the mother is able to remain sober and stable in all aspects during her recovery.

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

**FY 2010-11** (for counties with approved allocations)

*Response:*

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:* The service outcomes are the same clearly stated objectives outlined above:

- Prevent children from being placed, or
- Facilitate the reunification of children with their families, or
- Facilitate the successful transition of youth aging out, or who have aged out of placement

The use of Housing Initiative Funds to support these objectives will be routinely tracked by fiscal staff. A year-end summary report will identify the number of parents/children and transitioning young adults who are assisted under this initiative.

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

**FY 2010-11** (for counties with approved allocations)

- *Response:*

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

*Response:* It appears that the only program issue required is to establish an intake screening process for this Housing Initiative. Caseworker staff will be trained to evaluate all other community-based housing resources for families before requesting these specialized funds. Staff members will be appointed by the C&Y agency director to administer these funds and insure that the target population criterion is met and that other resources have been explored and exhausted.

Transitioning young adults will be provided IL aftercare services in their new homes with attention to planning for their independent support of their stable home, thus insuring their successful transition. Families, too, will be provided necessary guidance and support by the child welfare agency staff members and/or contracted service providers in order to help insure successful independence.

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

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### **FY 2010-11** (for counties with approved allocations)

*Response:*

- **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

*Response:* The major resource needed is the funds. A grant of \$36,000 is requested for FY 2011-2012 and is aimed at providing housing resource assistance to approximately 10 families and young people who cannot qualify for other viable or timely resources.

The following represents the breakdown:

6 families or transitioning young people @ \$500/month for 4 months =	\$12,000
4 mothers (8 children) @ \$750/child/month for 4 months =	\$24,000*
<b>TOTAL</b>	<b>\$36,000</b>

\*Myah's House of Hope, ¾ Way House for women in recovery with specialized programming to include children in residence with their mothers.

- **For FY 2011-12** Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

*Response:* Cost savings will be realized by children not entering foster family care. The target population could easily encompass 15 children. At the CYF agency foster care per diem of \$22, placement episodes of six months' duration for 15 children would total \$59,400. But well beyond the dollar figures, children are spared the emotional trauma and disruption caused by separation from their parents.

- Identify any technical assistance needs the county or provider agency has to provide effective services.

### **FY 2010-11** (for counties with approved allocations)

*Response:*

### **FY 2011-12** (for counties requesting funds for the first time)

*Response:* No technical assistance is requested at this time.

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**6-3d. Alternatives to Truancy Prevention**

The following questions must be answered for the ATP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Program Name: Check & Connect Model

Request Type	Enter Y or N		
New implementation for 2010-11			
Requesting funds for 2011-12 (new, continuing or expanding)	New	Continuing	Expanding
	Y		

Budget	\$ amount
FY 2010-11 Approved Budget	
FY 2011-12 Budget Request	\$115,000

□ Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population						120
# of Referrals						60
# Successfully completing program						60
Cost per year						\$115,000
Per Diem Cost/Program funded amount						\$1,700/student plus start-up
# of MA referrals						0
# of Non MA referrals						60
Name of provider						To Be Determined

**Complete the following for each applicable year.**

□ Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

**FY 2010-11** (for counties with approved allocations)

*Response:*

**FY 2011-12** Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification. Describe the provider’s capacity to serve additional youth.

*Response:* Check and Connect will be utilized with children and youth who present with school attendance issues in grades K – 12, referred primarily on the basis of chronic attendance

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problems – absences, tardies to school, or skipping classes. During Check & Connect's initial program year, elementary and middle school students of the county's largest school district (Armstrong School District) are targeted for participation.

Check & Connect is implemented by a person referred to as a monitor or mentor. The person is a cross between a mentor, an advocate, and a service coordinator whose primary goal is to keep education a salient issue for disengaged students and their teachers and family members. The monitor/mentor works with a caseload of students and families over time (at least two years) and follows their caseload from program to program and school to school.

Check & Connect is structured to maximize personal contact and opportunities to build trusting relationships. Student levels of engagement (such as attendance, grades, suspensions) are "checked" regularly and used to guide the monitors' efforts to increase and maintain students' "connection" with school.

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

**FY 2010-11** (for counties with approved allocations)

*Response:*

**FY 2011-12** Renewing counties may reply with "same as above" unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

*Response:* Student levels of engagement are systematically monitored monthly and documented using a monitoring sheet. Engagement at school and with learning is measured according to several indicators that are *alterable*—that is, factors within the power of educators and parents to change. Alterable indicators include:

- attendance (tardy to school, skipping classes, absenteeism)
- social/behavior performance (out-of-school suspension and other disciplinary consequences such as behavior referrals, detention, in-school suspension), and
- academic performance (course failures, accrual of credits).

The monitors obtain attendance information and the other indicators of participation primarily from school records, attendance clerks, teachers, and assistant principals. These individuals also are consulted to clarify contradictory information, as are the student or parent(s).

Demonstrated outcomes include:

- decrease in truancy,
- decrease in dropout rates,
- increase in accrual of credits,
- increase in school completion, and
- impact on literacy

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Key engagement features of the model include:

- **Relationship Building** — mutual trust and open communication, nurtured through a long-term commitment focused on students' educational success.
  - **Routine Monitoring of Alterable Indicators** — systemically checking warning signs of withdrawal (attendance, academic performance, behavior) that are readily available to school personnel and that can be altered through intervention.
  - **Individualized and Timely Intervention** — support tailored to individual student needs, based on level of engagement with school, associated influences of home and school, and the leveraging of local resources.
  - **Long-Term Commitment** — committing to students and families for at least two years, including the ability to follow highly mobile youth from school to school and program to program.
  - **Persistence Plus** — a persistent source of academic motivation, a continuity of familiarity with the youth and family, and a consistency in the message that "education is important for your future".
  - **Problem-Solving** — designed to promote the acquisition of skills to resolve conflict constructively and to look for solutions rather than a source of blame.
  - **Affiliation with School and Learning** — facilitating students' access to and active participation in school-related activities and events.
- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Discuss the agency's experience with the provider agency. Provide a timeline for any changes or new program implementation.

**FY 2010-11** (for counties with approved allocations)

*Response:*

**FY 2011-12** Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification.

*Response:* Students will be referred primarily on the basis of chronic attendance problems – absences, tardies to school, or skipping classes. Other criteria include factors that have been shown to increase the likelihood of truancy and withdrawal from school, including a history of siblings or parents with school problems, grades and assignment completion, disability, and other academic and behavioral challenges. Recent applications of Check & Connect with elementary students have broadened referral criteria to include academic delays, especially in literacy skills, and signs of aggressive behavior. While economics and other status variables can influence a student's engagement, they are not used as referral criteria. The referral procedure draws upon two overlapping strategies. A list is generated of students who have been absent, tardy, and/or skipping 10-15% or more of the time during the current and/or previous school years. Teachers are also asked to make referrals using the same criteria specified on a referral form. Names from the two sources are cross-referenced by key school personnel (principal, attendance clerk, nurse, other school personnel) and/or project staff for final selection.

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Two levels of student focused interventions developed to maximize the use of finite resources are proposed under this model: basic intervention, which is the same for all students, and intensive interventions, which are more frequent and individualized.

The person responsible for facilitating a student's connection with school and learning is referred to as the monitor or mentor. The role of the monitor was modeled after one of the commonly identified protective factors in resiliency literature – the presence of an adult in a child's life to fuel the motivation and foster the development of life skills needed to overcome obstacles. The monitor's primary goal is to promote regular school participation and to keep education a salient issue for students, parents, and teachers.

The monitor extends the school's outreach services to the youth and family in an effort to better understand the circumstances affecting their connection to school and to persistently work with the youth and family to overcome barriers that have kept them estranged from school and learning. One of the students who participated in Check & Connect described the role of the monitor as "the person who stay[ed] on my back about coming to school."

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.

**FY 2010-11** (for counties with approved allocations or transfer/shift requests)

*Response:*

**FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county's successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

*Response:* The costs to implement the Check & Connect Model have been estimated at \$1,700 per student. Sixty students (\$102,000) are projected to be served during the 2011-2012 school year. Start-up costs are estimated at \$13,000 including the extensive training program for the Check & Connect staff and other school personnel.

**For FY 2011-12** Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

*Response:* Children with chronic attendance problems, i.e., absences, tardies to school, or skipping classes, will be addressed fully and appropriately. With many children, especially younger children, the problem will be remedied before the more difficult to reverse pattern of school refusal is established. The diversion of school truancy cases from the child welfare system and the juvenile court will produce significant cost savings. Children will be able to meet with success in the traditional school setting. In the years ahead the use of specialized school settings for youth with school attendance (e.g., day treatment) and behavioral issues as well as less use of out-of-home placement services is less likely to occur.

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- Identify any technical assistance needs the county or provider agency has to provide effective services.

**FY 2010-11** (for counties with approved allocations)

*Response:*

**FY 2011-12** (for counties requesting funds for the first time)

*Response:* No technical assistance need is identified at this time.

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**6-3d. State Reintegration Plan**

The following questions must be answered for the SRP Initiative by counties requesting funds for FY 2011-2012. Once determined, enter the amount in the “10-11 SGI BDGT RQST” tab in the **Budget Excel file**.

<b>Number of Youth</b>	<b>Cost per youth</b>	<b>\$ amount</b>
1	\$3,665	\$3,665

- Describe the how the number of youth was determined.

The figure is based on our past experience with youth entering secure placements. Armstrong County has an average figure of one youth per year in a secure placement and, therefore, eligible for the state’s reintegration program.

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**6-3e. Independent Living Service Grant**

- In the table below, place an “X” for the services that will be provided by CCYA (regardless of funding source). Check as many boxes as apply.

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

- In the following forms, complete the form **for services marked with an “X” in the above table only**. Provide the requested information pertaining to each specific IL service to be provided by the CCYA. Enter all county IL services information in this template. In each service area table, list the estimated requested grant amount to be used for IL services. Include the following in the estimate: staff costs to perform these services, the cost of materials and supplies and the cost to develop, implement and monitor implementation of these services unless adding in Indirect Services or Program Administration.
- For each IL service **marked with an “X” in the above table**, estimate the number of in care; delinquent, discharged and total youth (unduplicated counts) who will receive IL services.

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IL Services (federal, state, local)	\$ amount
FY 2010-11 Approved Budget *	\$150,974
FY 2011-12 Budget Request *	\$150,974

\* These amounts must match the amounts on the county's budget worksheets.

- ❑ Describe the county's expenditures history for IL Services for FY 2006-07, 2007-08, 2008-09 and 2009-10. What factors contributed to the successful or unsuccessful spending of grant funds for each year?

FY 2006-2007	FY 2007-2008	FY 2008-2009	FY 2009-2010
\$89,904	\$114,053	\$124,502	\$96,952

The total grant award was expended each year with the exception of the most recently completed anomaly fiscal year. In past years, youths' needs for IL services often exceeded the grant award.

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

### A. Needs Assessment/Case Planning

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Needs Assessment/Case Planning	\$14,001	4	2	6	12
<b>Total</b>	<b>\$14,001</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>12</b>

\* Enter unduplicated youth count only.

- ❑ Describe how the needs assessment/case planning process will be delivered; who will deliver the activities (provider or agency staff); what tool(s) will be used; and the frequency of the activity for or with youth.

HFSS staff will administer the needs assessment tools with the IL youth "face to face". Some of the assessment is done on paper and the other via computer. HFSS staff will deliver the activities with the youths input. The first assessment tool is the Ansell Casey Life Skills assessment and the second tool is a "Pre-IL Survey" which is designed to identify strengths/concerns that the computer program (Ansell Casey Life Skills Assessment) may not be able to detect. If a youth has difficulty reading the assessments may be read to the youth and scored appropriately. The assessments are completed every six months.

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After reviewing the results, an IL Case Plan is created with the youth. The case plan is reviewed at least every 6 months and changes are implemented as needed.

- Describe how the costs to provide the activities are determined.

The costs are determined by the amount of time it takes to complete the assessment multiplied by the contracted hourly rate.

### B. Life Skills Training

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

<b>Service</b>	<b>Budget Request (\$)</b>	<b>In Care Youth*</b>	<b>Delinquent Youth*</b>	<b>Discharged Youth*</b>	<b>Total Youth*</b>
Life Skills Training	\$21,001	6	2	16	24
<b>Total</b>	\$21,001	6	2	16	24

\* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

90%	10%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how life skills training will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Life skills training will be delivered both individually and in groups. HFSS will provide this training or when appropriate utilize other community resources as needed or when available. A variety of handouts, workbooks, and "hands on" methods are used. The frequency of this specific activity is determined by the youths IL plan but the youth are expected to meet with HFSS staff approximately 2 to 4 hours per week until goal completion.

- Describe how the costs to provide the activities are determined.

The costs are determined by the amount of time it takes to complete the life skills training multiplied by the contracted hourly rate. Any additional expenses may be billed if appropriate (i.e. training fee from a third party service provider).

### C. Prevention

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

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Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Dental/Health					
Drug Abuse Prevention	\$7,000	8	2	16	26
Alcohol/Tobacco Substances	\$4,668	8	2	16	26
Safe Sex/Pregnancy	\$7,000	8	2	16	26
<b>Total</b>	<b>\$18,668</b>	<b>8</b>	<b>2</b>	<b>16</b>	<b>26</b>

\* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

90%	10%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how prevention services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Prevention services will be delivered both individually and in groups. HFSS will provide this training or when appropriate utilize other community resources as needed or when available. A variety of handouts, workbooks, and “hands on” methods are used. The frequency of this specific activity is determined by the youths IL plan but the youth are expected to meet with HFSS staff approximately 2 to 4 hours per week until goal completion.

- Describe any additional prevention services provided to the youth that are not listed above and who will provide those services.

On occasion a third party service provider may provide a specific training, such as Adagio Health for safe sex practices (STD & pregnancy prevention).

- Describe how the costs to provide the activities are determined.

The costs are determined by the amount of time it takes to complete the Prevention training multiplied by the contracted hourly rate. Any additional expenses may be billed if appropriate (i.e. training fee from a third party service provider).

**D. Education**

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

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Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Vocational					
High School Support and Retention	\$11,668	5	2	14	21
GED	\$7,000	1		2	3
Assistance in Obtaining Higher Education	\$7,000	5	2	16	23
Education and Training Grant (ETG) Provision and Retention					
<b>Total</b>	<b>\$25,668</b>	<b>6</b>	<b>2</b>	<b>16</b>	<b>26</b>

\* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

90%	10%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how education services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Educational Services will be delivered both individually and in groups. HFSS will provide this training or when appropriate utilize other community resources as needed or when available. A variety of handouts, workbooks, trainings, special courses and “hands on” methods are used. The frequency of this specific activity is determined by the youths IL plan but the youth are expected to meet with HFSS staff approximately 2 to 4 hours per week until goal completion.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.
- Describe how the costs to provide the activities are determined.

The costs are determined by the amount of time it takes to complete the educational training multiplied by the contracted hourly rate. Any additional expenses may be billed if appropriate (i.e. training fee from a third party service provider).

E. Support Services

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

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Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Individual and/or Group Counseling	\$15,168	6	2	16	24
Stipends	\$12,000	3		12	15
Services for Teen Parents	\$1,167	0	0	1	1
Mentoring					
<b>Total</b>	<b>\$28,335</b>	<b>6</b>	<b>2</b>	<b>16</b>	<b>24</b>

\* Enter unduplicated youth count only.

- Estimate the number of youth who the county will refer to the SWAN prime contractor for the following services related to permanent connections.

SWAN	
	No. of Youths
<b>Child Profile:</b>	8
<b>Child Preparation:</b>	8
<b>Child Specific Recruitment:</b>	8

- Estimate the percentage of the delivery method for this service area.

90%	10%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how support services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Support Services will be delivered both individually and in groups. HFSS will provide this service or when appropriate utilize other community resources as needed. A variety of handouts, workbooks, trainings, special courses and “hands on” methods are used. The frequency of this specific activity is determined by the youths IL plan but the youth are expected to meet with HFSS staff approximately 2 to 4 hours per week until goal completion.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.

Stipend requests can be submitted directly to ACCYFS from IL youth who have already completed their IL Plan.

- Describe how the costs to provide the activities are determined.

The costs are determined by the amount of time it takes to complete the support service tasks multiplied by the contracted hourly rate. Any additional expenses may be billed if appropriate (i.e. training fee from a third party service provider).

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### F. Employment

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

<b>Service</b>	<b>Budget Request (\$)</b>	<b>In Care Youth*</b>	<b>Delinquent Youth*</b>	<b>Discharged Youth*</b>	<b>Total Youth*</b>
Job Placement	\$11,667	6	2	14	22
Subsidized Employment					
<b>Total</b>	\$11,667	6	2	14	22

\* Enter unduplicated youth count only.

- Mark with an "X" the types of subsidized employment services which will be offered, and whether the subsidy will be full or partial.

<b>Subsidy Type</b>	<b>Offered</b>	<b>Full</b>	<b>Partial</b>
Summer Employment			
Agency Operated Only			
Tax Credits			
Other (describe: )			

- Estimate the percentage of the delivery method for this service area.

90%	10%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how employment services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Employment services will be delivered both individually and in groups. HFSS will provide this training or when appropriate utilize other community resources as needed or when available. A variety of handouts, workbooks, seminars and "hands on" methods are used. The frequency of this specific activity is determined by the youths IL plan but the youth are expected to meet with HFSS staff approximately 2 to 4 hours per week until goal completion.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.

On occasion a third party service providers or business owner may provide a specific training, such as a cooperating business owner providing "mock" interviews for "hands on" experience.

- Describe how the costs to provide the activities are determined.

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The costs are determined by the amount of time it takes to complete the Employment training multiplied by the contracted hourly rate. Any additional expenses may be billed if appropriate (i.e. training fee from a third party service provider).

### G. Location of Housing

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file. **Do not request placement costs in this service area or grant.**

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Location of Housing	\$9,334	6	2	16	24
<b>Total</b>	<b>\$9,334</b>	<b>6</b>	<b>2</b>	<b>16</b>	<b>24</b>

\* Enter unduplicated youth count only.

- Mark with an "X" the types of assistance which will be offered.

Assistance Type	Offered
Referral to public housing agency	X
Interview preparation	X
Application assistance	X
Accompany on inspection	X
Use local realtors as a housing resource	
Other (describe: )	

- Estimate the percentage of the delivery method for this service area.

90%	10%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how location of housing services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Location of housing services will be delivered both individually and in groups. HFSS will provide this training or when appropriate utilize other community resources as needed or when available. A variety of handouts, workbooks, and "hands on" methods are used. The frequency of this specific activity is determined by the youths IL plan but the youth are expected to meet with HFSS staff approximately 2 to 4 hours per week until goal completion.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.

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On occasion a third party service provider may provide a specific training, such as HUD, County Housing Authority, and/or local Landlords. When possible we have contacted actual landlords and requested that the IL youth meet and walk through an appropriate dwelling to get the real life experience of looking for housing.

- Describe how the costs to provide the activities are determined.

The costs are determined by the amount of time it takes to complete the Housing portion of the IL Plan multiplied by the contracted hourly rate. Any additional expenses may be billed if appropriate (i.e. training fee from a third party service provider).

### H. Room & Board

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Room and Board	\$6,000	1		4	5
<b>Total</b>	<b>\$6,000</b>	<b>1</b>		<b>4</b>	<b>5</b>

\* Enter unduplicated youth count only.

- If the agency **does** provide youth with room and board, describe the frequency of staff contact with youth accessing these services.

Youth will have contact with their IL aftercare worker at least twice each week. See following policy statement for complete details.

### **IL ROOM AND BOARD POLICY**

**Definition.** Room and board is financial support for those youth who have aged out or are emancipated from substitute care on or after age 18 years up to 21 years. This support includes payment or reimbursements for shelter, food, rent, security deposits, utilities, furniture, household items and other start-up expenses that may be incurred in the youth's living situation.

In addition, youth who have exited substitute care before age 18 years are also eligible for room and board services, using state and local funds.

ACCYFS is implementing an emergency shelter room and board policy. This policy will assist youth who are either homeless, or who are enrolled in a secondary education program and lack summer/holiday housing. In these situations, ACCYFS will either provide supplemental income to agency foster parents in order to allow aged-out youth to temporarily reside in their home or, if necessary, the agency will provide housing funding for independent housing.

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**Foster family home.** In the case of temporary housing with agency foster homes, ACCYFS will provide payment for a maximum of six months at a rate negotiated among the youth, foster parents, and county agency staff. The youth will be required to participate in IL services with Holy Family Social Services on a twice weekly basis. The focus of these services will be on housing, employment and financial management skills. Services will be stepped down as the youth demonstrates the ability to locate employment and begin saving money for independent housing.

**Youth's apartment/house.** In the case of independent housing, ACCYFS will contract with HFSS to assist the youth in locating affordable housing. The youth will be required to participate in IL education services with HFSS on a minimum of twice weekly basis. The services will focus intensely on housing skills, employment skills and financial management skills. Services will continue at this intense level until the youth has obtained employment, demonstrated the ability to manage finances, and become capable of financially maintaining housing without ACCYFS funding. The maximum length of time for full ACCYFS room and board funding is three months. During this time, the youth must be actively applying for employment, community housing resources, and cooperating with HFSS. Funding will then either be terminated or begin a step-down process, where the funding is reduced over the course of the next three months. Maximum allowable timeframe is six months with a maximum allotment of \$1500. Actual monthly allotment is to be determined by individual need and available housing. Services through HFSS will also be on a step-down approach as the youth accomplishes the outcomes designated in the youth's IL plan.

- ❑ If the agency **does** provide youth with room and board, describe the period of time that youth can access the service, by type of assistance offered and whether a "step-down" approach will be used.

See policy statement above.

- ❑ If the agency **does not** provide youth with room and board, describe what services are used to meet housing needs.
- ❑ Describe how the costs to provide the activities are determined.

The costs are determined by the amount of time it takes to provide the weekly service hours to the youth multiplied by the contracted hourly rate.

### I. Retreats/Camps

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

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Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Retreats/Camps	\$0				0
<b>Total</b>	\$0				0

\* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how retreats/camps will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.
- Describe how the costs to provide the activities are determined.

J. Indirect Services

- Complete the table and breakout the costs for these activities. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Indirect Service Type	Budget Request \$
Staff, Foster/Adoptive and other Residential Child Care Providers	
Interagency coordination to support IL activities and services at the local level	
System change efforts	
Other (describe: )	
<b>Total</b>	<b>\$0</b>

- Describe the indirect services provided by the county.
- Describe any additional indirect services provided by the county and who will provide those services.
- Describe how the costs to provide the activities are determined.

K. Program Administration

- Complete the table and breakout the costs for these activities. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Indirect Service Type	Budget Request \$
Staff providing direct services	\$14,500
Program reporting costs	0
Equipment, training materials, supplies, postage, facility expenses	\$1,800
IL and Youth Advisory Board related travel	0
Other (describe: )	0

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- Explain the administrative costs of providing IL services and the drivers of these costs.

The administrative costs are for CYF staff members' time and benefits associated with the support of the IL program, including program and fiscal reporting. Also included are operating costs.

- Describe any additional administrative costs of providing IL services that are not listed above and the drivers of these costs.

None

- Describe how the costs to provide the activities are determined.

Employee time studies were used to determine all costs.

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### 6-4. Accurint Search Tool

The following information must be provided for the Accurint Search Tool for the Implementation Year 2010-11 and to request and justify the number of users needed for FY 2011-12.

#### **Column Instructions**

##### **Column 1**

Provide the number of Accurint users that your county was allotted in FY 2009-10. If you do not know the number of users your county was allotted, please contact the DPW/OCYF Accurint Manager listed in Appendix 8.

##### **Column 2**

Provide the number of Accurint users that your county was allotted in the tentative or final allocations for July 1, 2010 by DPW/OCYF. If the final FY 2010-11 allocations have not been provided by the submission deadline, counties should not create more user ID's than originally assigned in FY 2009-10. If you do not know the number of tentative or final users your county was allocated, please contact the DPW/OCYF Accurint Manager.

##### **Column 3**

Provide the number of additional Accurint users your county needs for FY 2011-12. Before requesting additional users, counties should analyze their current usage. Justification for additional users must include the following:

- The type of staff selected to use Accurint and the reasons why. Examples of the types of staff may include County Administrator, LSI paralegal, supervisor, JPO, etc.
- The average monthly number of users who did searches in FY 2009-10.
- The average monthly number of searches completed by users in FY 2009-10.
- The total number of searches completed by your county for FY 2009-10.

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

##### **Column 4**

Provide the total number of Accurint users your county would like for FY 2011-12. This number is calculated by adding columns 2 and 3 together.

Column 1	Column 2	Column 3	Column 4
Number of users assigned by DPW for FY 2009-10	Number of users assigned by DPW for FY 2010-11	Number of additional users requested for FY 2011-12	Total number of users requested for FY 2011-12
2	2	1	3

#### **Provide Justification for Column 2:**

**Provide Justification for Column 3:** The county agency is requesting one additional Accurint user for FY 2011-2012. Currently, the agency's LSI paralegal and one casework supervisor have privileges. On occasion these two Accurint users have been absent from the agency on the same business day, i.e., attending a meeting, training event, or on paid time off, making it not possible to conduct a search on that day. One additional user would help insure agency staff gain access to Accurint when the immediate need presents to conduct such a search.

## ARMSTRONG COUNTY

### 6-5. Information Technology

Submit a detailed description of the county's current Information Technology Plan. The description should provide answers to the following questions and should include what the county is doing in FY 2010-2011 and planning for FY 2011-2012

1. Does the county currently have an automated case management system that is sustainable?

No, county agency staff plans to shift from ChildNet-PA to CAPS (Child Accounting and Profile System) in FY 2011-2012.

2. How does the county's current system or transfer system align with the goals of the Statewide Child Welfare Information System Strategic Plan (Statewide Plan)?

CAPS, the county's proposed transfer system, is one of the four approved existing assets identified through the state's "Child Welfare Information System Feasibility Study and Alternatives Analysis." The CAPS case management system was found to support many of the child welfare business functions and was deemed to be a technically sustainable system that could be adopted by most counties.

3. How does the county's current system or transfer system support other critical business areas such as Financial Management and Administrative Functions?

CAPS does support financial management and administrative functions including such features as: inclusive quarterly Commonwealth fiscal reporting, automated AFCARS submission, automated Act 148 submission, automated IV-E Invoice submission, etc.

4. How does the county's current system or transfer system support the evaluation of child welfare outcomes in the areas of child safety, permanency and well-being?

5. How does the county plan support the reuse of existing IT assets?

CAPS is a 100 percent hosted system. It is a 100 percent web enabled system. All access to CAPS is via a web browser. The only requirement for caseworkers' computers is internet access and a web browser. All existing equipment/assets can be used.

The county is requesting funding for new development in their FY 2011-2012 ITG; the county offers the following information:

ChildNet-PA is not identified as one of the existing assets that may be used in the hybrid solution identified in the Feasibility Study. CAPS, as one of the four currently approved systems, is proposed for Armstrong County.

Projected costs during FY 2011-2012:

Annual Contract Service Fee	\$25,000
Implementation Package & ChildNet-PA Data Conversion	\$40,000
Version Upgrade/6 <sup>th</sup> Class County Share	\$ 7,000
TOTAL	\$72,000

## ARMSTRONG COUNTY

### & Additional Language

#### ↻ 7-1. Assurances

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

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

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

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

**and**

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

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

**The Assurance of Compliance/Participation Form**

The Assurance of Compliance/Review Form provided in this bulletin must be signed by the County Executive or a majority of the County Commissioners, the Juvenile Court Judge(s) or his/her designee, the County Human Services Director, the County Children and Youth Administrator, and the County Chief Juvenile Probation Officer and submitted with the FY2011-2012 Needs Based Plan and Budget submission.

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

**COUNTY:** ARMSTRONG

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These assurances are applicable as indicated below.

Fiscal Year 2011 - 2012 Children and Youth Needs Based Plan and Budget Estimate and/or the

Fiscal Year 2010 - 2011 Children and Youth Implementation Plan

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

**COMMON ASSURANCES**

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

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

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

I/We assure:

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

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

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

## **EXECUTIVE ASSURANCES**

### **In addition to the Common Assurances,**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**NEW ASSUARANCE in FY 2011-2012 NBB Bulletin**

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

**COUNTY ASSURANCE OF COMPLIANCE AND PARTICIPATION  
DOCUMENTATION OF PARTICIPATION BY THE JUVENILE COURT**

**THE SIGNATURES OF THESE COUNTY OFFICIALS REPRESENTS AN ACKNOWLEDGEMENT OF  
COUNTY COMMITMENT TO ADHERE TO THE COMMON AND EXECUTIVE ASSURANCES  
CONTAINED IN THE PRECEEDING PARAGRAPHS**

**County Human Services Director**

\_\_\_\_\_  
Name Signature Date

**County Children and Youth Administrator**

Dennis Demangone  
Name Signature Date

**County Chief Juvenile Probation Officer**

J. David Hartman  
Name Signature Date

**DOCUMENTATION OF PARTICIPATION BY THE JUDICIARY**

**In addition to the Common Assurances:**

I/We assure that I/we had the opportunity to review, comment and/or participate to the level desired in the development of the Children, Youth and Families Needs Based Plan and Budget.

I/We assure that the plan accurately reflects the needs of children and youth served by the juvenile court.

I/We assure that the Juvenile Probation Office has actively participated in the development of the Children, Youth and Families Needs Based Plan and Budget.

Judicial Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Juvenile Court Judge(s)/ Designee**

Kenneth G. Valasek, P.J.  
Name Signature Date

\_\_\_\_\_  
Name Signature Date

**COUNTY ASSURANCE OF FINACIAL COMMITMENT AND PARTICIPATION**

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

**Signature(s)**

**County Executive/Mayor**

_____	_____	_____
Name	Signature	Date

**County Commissioners**

Patricia L. Kirkpatrick Chairman	_____	_____
_____	Signature	Date

Richard L. Fink Vice-Chairman	_____	_____
_____	Signature	Date

James V. Scahill Secretary	_____	_____
_____	Signature	Date