Child & Family Services Agency
Allan K. Long
Chief Financial Officer
400 6th Street, SW, Fifth Floor
Washington, DC 20024

April 6, 2001

Dear Provider:

In April 2000 the Child and Family Services Agency increased the board rates by $4.40 per day for the care of our children. This was the first step in complying with the modified final order under which this receivership operates concerning foster parent payments. I am pleased to announce that we have completed the requirements under the order and have once again increased our board and care rates. The increase provides an additional $5.16 per day for children under the age of twelve and $4.67 per day for children 12 and older. Our foster care rates are now the highest in the nation.

Attached for your review are tables providing the daily rate, monthly payments, and a break down which shows how our agency expects these funds to be allocated. It is very important for you, as the provider, to pay close attention to these tables to prevent future misunderstandings. Please note, the board rate incorporates allowances for basic necessities such as housing, food and clothing. These allowances are paid each month though you may not use the money in that month.

For example, the clothing allowance total is almost $136.00 per month for a child 12 or older. Social Workers frequently receive calls asking for clothing vouchers since the children have outgrown their clothes or school is starting and the foster parent wants to buy school clothes or uniforms. These are not requests that will be honored. In providing the board payment at the rate we do, the expectation is that the caregiver will budget and buy clothing as appropriate. One month you may not buy any clothes but in another you may need a winter coat which would be more expensive. That is your responsibility. Clothing vouchers are used for initial placements into the system only. Thereafter, it is the responsibility of the caretaker to provide clothes.

While clothing is the most notable, there are other allowances as well. For example, we provide allowances for childcare, education, health care, transportation and a miscellaneous allowance. These allowances total over $250.00 per month though a specific need may never arise. However, we feel it is in everyone's best interest to provide the allowance so you, the caretaker, will have sufficient funds to meet the needs of our children. The alternative would be to require receipts and individual reimbursements each time an expense occurs. We do not believe this is the most efficient way to handle these miscellaneous expenses.

In the past, some caregivers requested reimbursement for various miscellaneous expenses in addition to the board rate. In the future, these will be reviewed in the context of the various allowances given. Only requests for extraordinary expenses will be honored. For example, if a caretaker chooses a day care provider who charges a fee for registration, the board payment provides for that expense. If that same day care provider wants to receive a rate higher than our

Board of Zoning Adjustment
District of Columbia
CASE NO.16791
EXHIBIT NO.30A5

Foster Parent April 6, 2001

standard rate, we expect you, the caretaker to pay the additional portion. Most day care providers honor our new rates so a more expensive provider is clearly a choice of the caretaker. The same applies to books, school supplies, some medical (including prescriptions, broken glasses etc.) and numerous other incidental expenses. These types of costs are imbedded in our regular monthly payment and we expect the caretaker to use those funds accordingly. While we absorbed many costs directly in the past, with the new rates, we feel comfortable enforcing the expectation that caretakers use these funds as intended.

As always, we appreciate you opening your home to our children and the care you give them. We trust that with these new rates, you will be able to provide for their physical needs as well without the worry of where the money will come from. By placing these additional funds in your hands on a regular basis, you will have the ability to budget and pay the out of pocket expenses that occasionally occur.

Sincerely,

Allan K. Long
Chief Financial Officer

Enclosures

Child and Family Services Agency

Board Rate Effective December 1, 2000		
Description	**Under 12 years**	**12 Years and Older**
Housing	7.87	7.50
Food	4.56	6.03
Clothing	3.37	4.52
Transportation	3.81	3.95
Health Care	.96	1.03
Child Care/Education	1.77	1.32
Miscellaneous	1.59	2.02
Total	23.93	26.37

Monthly Payment Effective December 1, 2000		
Month	**Under 12 Years**	**12 Years and Older**
December, 2000	741.83	817.47
January, 2001	741.83	817.47
February, 2001	670.04	738.36
March, 2001	741.83	817.47
April, 2001	717.90	791.10
May, 2001	741.83	817.47
June, 2001	717.90	791.10
July, 2001	741.83	817.47
August, 2001	741.83	817.47
September, 2001	717.90	791.10

You receive one half-day payment when the child is placed in your home and one half day the child leaves your home.

Monthly Expense Allowances – Based on 30 Day Month		
Description	**Under 12 years**	**12 Years and Older**
Housing	236.10	225.00
Food	136.80	180.90
Clothing	101.10	135.60
Transportation	114.30	118.50
Health Care	28.80	30.90
Child Care/Education	53.10	39.60
Miscellaneous	47.70	60.60
Total	717.90	791.10

1. Checks are mailed at the end of the month after services have been rendered.
2. If you do not receive payment for a child placed in your home by the 10th day of the month following placement, please call the accounting office.
3. If you receive payment for a child who has left your home, please call the accounting office to arrange repayment.
4. The main accounting number is 202-727-7143.

"(B) most warrant, and are most likely to benefit from, research management, or educational activities that may be funded with amounts made available from the fund.

"(g) In carrying out any action on the part of the Foundation under subsection (f), the Directors of the Board shall consult with the Administrator of the National Oceanic and Atmospheric Administration and the Marine Mammal Commission.".

This Act may be cited as the "Departments of Commerce, Justice, and State, the Judiciary, and Related Agencies Appropriations Act, 1999".

(c) For programs, projects or activities in the District of Columbia Appropriations Act, 1999, provided as follows, to be effective as if it had been enacted into law as the regular appropriations Act:

District of Columbia Appropriations Act, 1999.

AN ACT Making appropriations for the government of the District of Columbia and other activities chargeable in whole or in part against revenues of said District for the fiscal year ending September 30, 1999, and for other purposes.

FEDERAL FUNDS

METRORAIL IMPROVEMENTS AND EXPANSION

For a Federal contribution to the Washington Metropolitan Area Transit Authority for improvements and expansion of the Mount Vernon Square Metrorail station located at the site of the proposed Washington Convention Center project, $25,000,000, to remain available until expended.

FEDERAL PAYMENT FOR MANAGEMENT REFORM

For payment to the District of Columbia, $25,000,000, to remain available until September 30, 1999, which shall be deposited into an escrow account of the District of Columbia Financial Responsibility and Management Assistance Authority and shall be disbursed from such escrow account by the Authority pursuant to the instructions of the Authority only for a program of management reform pursuant to sections 11101–11106 of the District of Columbia Management Reform Act of 1997, Public Law 105–33.

FEDERAL PAYMENT FOR BOYS TOWN U.S.A. OPERATIONS IN THE DISTRICT OF COLUMBIA

For a Federal contribution of $7,100,000 to be paid to the Board of Trustees of Boys Town U.S.A. for expansion of the operations of Boys Town of Washington, located at 4801 Sargent Road, Northeast, said funds to be allocated as follows: $4,700,000 in capital costs for the construction of one emergency short-term residential center and four long-term residential homes in the District of Columbia; and $2,400,000 in first-year operating expenses for said facilities: *Provided,* That said Board of Trustees shall provide quarterly financial reports during fiscal year 1999 on the expenditure of said funds to the Committees on Appropriations of the Senate and House of Representatives, the Committee on Governmental Affairs of the Senate, and the Committee on Government Reform and Oversight of the House of Representatives.

105TH CONGRESS
2d Session

HOUSE OF REPRESENTATIVES

REPORT
105–670

DISTRICT OF COLUMBIA APPROPRIATIONS BILL, 1999

AUGUST 3, 1998.—Committed to the Committee of the Whole House on the State of the Union and ordered to be printed

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Mr. TAYLOR of North Carolina, from the Committee on Appropriations, submitted the following

REPORT

[To accompany H.R. 4380]

The Committee on Appropriations submit the following report in explanation of the accompanying bill making appropriations for the District of Columbia for the fiscal year ending September 30, 1999, and for other purposes.

INDEX TO BILL AND REPORT

	Page Bill	Page Report
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House Report

conduct. The Committee was informed that the City Council acted on legislation to create and fund the office after the regular budget process had concluded at the local level.

Federal Payment for Fire Department

The bill includes a Federal payment of $3,240,000 for a 5.5. percent salary increase for the District's fire fighters. Language in the bill requires the pay raise to become effective and paid beginning October 1, 1998. The Committee has received information that earlier agreements to approve the 5.5 percent increase as part of the District government's consensus budget failed to carry through with the funding despite earlier agreements to approve the funding.

Boys Town U.S.A. in the District of Columbia

A one-time Federal contribution of $4,000,000 that will be matched with $3,100,000 in private funds is recommended for the expansion and operation of Boys Town's Washington, D.C. program. Language in the bill requires the funds to remain available until expended and paid to Boys Town quarterly based upon a certification of the matching funds by the District's Inspector General. A short-term facility established in 1993 in the northeast section of the city now provides care to as many as 300 children a year. With this appropriation and the matching funds, Boys Town plans to build a long-term residential center and a second short-term facility in addition to four long-term homes for more than 600 at-risk boys and girls. This program will save District taxpayers as much as $15,000,000 annually in local funds. The Committee notes the commitment of Boys Town to be fully self-sufficient in operating its facilities in the District.

Federal Payment to Historical Society for a City Museum

The Committee recommends a Federal payment of $2,000,000 that will be matched with $2,000,000 in private funds for the establishment and operation of a city museum at the Carnegie Library at Mount Vernon Square. Congress established a free public library and reading room for the District in 1896. In 1899, Andrew Carnegie donated $375,000 to build a magnificent beau arts structure on Federal land at Mount Vernon Square, which was dedicated by President Theodore Roosevelt and Andrew Carnegie. The Committee expects the District, the Library of Congress and the Smithsonian Institution to cooperate with the D.C. Historical Society by making available technical expertise and material of a historical nature to the Society. The funds are to remain available until expended and paid quarterly to the Historical Society on a one for one matching basis upon certification by the District's Inspector General that private funds have been received. The Committee notes that the D.C. Convention Center Authority has committed to providing $2,000,000 in renovations to the Carnegie Library building and site, and plans to rent the facility during the construction phase of the new convention center. Language in the bill requires the District government to enter into a lease with the Historical Society, no later than January 1, 1999, for a period of

105TH CONGRESS
2d Session

HOUSE OF REPRESENTATIVES

REPORT
105–825

PUBLIC LAW 105-277
Approved October 21, 1998

MAKING OMNIBUS CONSOLIDATED AND EMERGENCY SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 1999

CONFERENCE REPORT

TO ACCOMPANY

H.R. 4328

OCTOBER 19, 1998.—Ordered to be printed

U.S. GOVERNMENT PRINTING OFFICE

51–500

WASHINGTON : 1998

Conference Report

gram. A brief description of three projects to be funded in fiscal year 1999 follows:

Fire and Emergency Medical Services.—Funding for 55 full-time equivalent positions necessary to place 5 additional EMS units in operation in fiscal year 1999.

Department of Health Toxicology Lab.—Funding to re-open the Chief Medical Examiner's laboratory and obtain the necessary equipment.

Technology: District-wide Voice/Data Network.—Funding to implement a high-speed, city-owned fiber network for providing voice and data services.

The conferees direct that none of the funds appropriated for management reform be expended on modification of the Department of Corrections pay plan.

The conferees direct that quarterly status reports on these and all management reform initiatives and projects underway in the District be submitted by the Authority and the Chief Management Officer within 15 days after the end of each quarter until all funds are disbursed. These management reform status reports may be incorporated in any performance accountability reports already required by law or otherwise submitted to Congress by the Authority.

FEDERAL PAYMENT FOR BOYS TOWN, U.S.A. OPERATIONS IN THE DISTRICT OF COLUMBIA

The conference agreement appropriates $7,100,000 and requires quarterly financial reports as proposed by the Senate instead of $4,000,000, which would be made available after being matched by private contributions of $3,100,000, as proposed by the House.

NATION'S CAPITAL INFRASTRUCTURE FUND

The conference agreement appropriates $18,778,000 instead of $21,000,000 as proposed by the House and $75,000,000, of which $25,000,000 could be used for metrorail improvements as proposed by the Senate. These funds are not to be used for studies or projects that restructure, realign, or reengineer various departments or functions or to place more employees on the District's payroll. Instead, the sole purpose of these funds is for infrastructure projects of a substantive nature that directly improve the physical condition of the District of Columbia. The conference agreement requires that the funds be disbursed by the Authority for the repair and maintenance of public safety facilities in the District. The conferees direct that the Authority and the Chief Management Officer submit quarterly status reports on each project within 15 days after the end of each quarter until all funds are disbursed. These status reports may be incorporated in any performance accountability reports already required by law or otherwise submitted to Congress by the Authority.

Subsequent to the passage of H.R. 4380 by the House of Representatives and S. 2333 by the Senate Appropriations Committee, the District government was notified by the Federal Highway Administration (FHA) that $173,000,000 previously earmarked for the District's Barney Circle project is now available to the District's Department of Public Works. Of this sum, $98,000,000 may be

General Receiver's Office
Child & Family Services

400 6th St. SW, Washington, D.C. 20024 ◆ Phone (202) 442-6100 / Fax: (202) 442-6498

November 29,2000

Mr. Michael Rolish
Assistant Regional Administrator for Financial Operations
Department of Health and Human Services
Administration for Children & Families
150 S. Independence Mall West, Suite 864
Philadelphia, PA 19106-3499

Transmitted: **via fax (215) 861-4070**

Dear Mr. Rolish:

Transmitted herein is the revised State Quarterly Report of Expenditures and Estimates for the Quarter ending September 30, 2000.

Please note that the only modification to the claim dated 11/27 is on Part 1 (Foster Care), line 2 – federal share of child support collections.

If you require any additional information, please call me at (202) 727-7222 or James Sprowls at (202) 727-7227.

Respectfully submitted,

Allan K. Long, Controller

cc:
Linden deJoseph
Jim Sprowls

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families

OMB Control No: 0970-
Expiration date: March 31, 2001
Form ACF-IV-E-1

TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE FINANCIAL REPORT

PART 1 : QUARTERLY REPORT OF EXPENDITURES AND ESTIMATES

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

Public reporting burden for this collection of information is estimated to average 8 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

STATE:	CURRENT QUARTER ENDED:	NEXT QUARTER ENDING:	New (N) or Revised (R):
District of Columbia	9/30/00	3/31/01	(R)

CATEGORY	Current Quarter Expenditures		Prior Quarter Adjustments		Next Quarter Estimate	
FOSTER CARE	(a) Total Computable	(b) Federal Share *	(c) Total Computable	(d) Federal Share	(e) Total Computable	(f) Federal Share*
FMAP Rate:		0.5				
1. Maintenance Assistance Payments	8,990,556	4,495,278		-	9,500,000	4,750,000
2. Fed. share Child Support Collections		17		-		
3. Net Assistance Payments (1 minus 2)		4,495,261		-		
4. Avg. Monthly No. of Children		2,221				2,250
5. State and Local Administration: a. Case Planning & Management	4,279,214	2,139,607	(7,701,428)	(3,850,714)		
b. Pre-placement Activities	2,297,230	1,148,615	(1,003,476)	(501,738)		
c. Eligibility Determinations	227,850	113,925		-		
d. SACWIS - Operation costs	-	-	-	-		
e. Other Administration	3,156,600	1,578,300	(404,280)	(202,140)		
f. Total State and Local Administration (a+b+c+d+e)	9,960,894	4,980,447	(9,109,184)	(4,554,592)	9,000,000	4,500,000
6. SACWIS - Development costs		-	-	-		-
7. State and Local Training	-	-	-	-		-
8. Demonstration Projects	-	-	-	-	-	-
9. Total **	18,951,450	9,475,725	(9,109,184)	(4,554,592)	18,500,000	9,250,000

10. State share of next quarter Foster Care estimate [Line 9(e) minus 9(f)] ...	9,250,000

*The Federal share percentage of total computable for payments is the FMAP rate, administration is 50%, SACWIS is 50% and training is 75%.

**For Line 9, Col. (a), (c), (d) & (e) = Lines 1+5(f) +6+7+8. Col. (b) & (f) = Lines 3+5(f)+6+7+8.

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Aministration for Children and Families

Form ACF-IV-E-1

TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE FINANCIAL REPORT

PART 1: QUARTERLY REPORT OF EXPENDITURES AND ESTIMATES

STATE:	CURRENT QUARTER ENDED: 9/30/00		NEXT QUARTER ENDING: 3/31/01		New (N) or Revised (R): R	
CATEGORY	Current Quarter Expenditures		Prior Quarter Adjustments		Next Quarter Estimate	
ADOPTION ASSISTANCE	(a) Total Computable	(b) Federal Share *	(c) Total Computable	(d) Federal Share	(e) Total Computable	(e) Federal Share *
FMAP Rate:		0.5				0.5
1. Adoption Assistance Payments	899,510	449,755		-	900,000	450,000
2. Avg. Monthly No. of Children		553				555
3. State and Local Administration	2,332,321	1,166,161	(1,886,980)	(943,490)	1,800,000	900,000
4. State and Local Training	-	-	-	-	-	-
5. Demonstration Projects	-	-	-	-	-	-
6. Total (Lines 1+3+4+5)	3,231,831	1,615,916	(1,886,980)	(943,490)	2,700,000	1,350,000

7. State share of next quarter Adoption Assistance estimate [Line 6(e) minus 6(f)]	1,350,000

*The Federal share percentage of total computable for payments is the FMAP rate, administration is 50% and training is 75%.

This is to certify that all information reported on all parts of this form is accurate and true to the best of my knowledge and belief. This also certifies that the State's share of next quarter estimate reported in Part 1 for Foster Care and Adoption Assistance is or will be available to meet the non-Federal share of expenditures as required by law.

Signature of Approving Official	Date	Typed Name, Title, Agency Name
Allan Long	11-29-00	Allan Long, Controller, Child and Family Services Agency

Send completed form to:

DHHS, ACF, ACYF
Office of Management Services
330 C Street, S.W.
Washington, D. C. 20447

Send a copy to your Regional Office

Child & Family Services Agency
400 Sixth Street, S.W.
Washington, DC 20024

August 1, 2000

Mr. Michael Rolish
Assistant Regional Administrator for Financial Operations
Department of Health and Human Services
Administration for Children and Families
150 S. Independence Mall West, Suite 864
Philadelphia, PA 19106-3499

Transmitted via fax (215) 861-4070

Dear Mr. Rolish:

Please find attached a revised Title IV-E Foster Care and Adoption Assistance Financial Report (Form ACF-IV-E-1) for the quarter ending June 30, 2000. Please replace the IV-E-1 transmitted yesterday with this document.

As previously reported, the District's Office of Child Support Enforcement has not notified CFSA of child support payments collected for children in foster care. We continue to anticipate modest prior quarter negative adjustments once the District's reporting problems are resolved.

If you require any additional information, please call me at (202) 727-7104 or David McNear at (202) 727-7104.

Sincerely,

Allan K. Long
Controller

Cc: Milton Grady
David McNear
Linden DeJoseph
Jim Sprowls

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families

OMB Control [redacted]970-0205
Expiration date: March 31, 2001
Form ACF-IV-E-1

TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE FINANCIAL REPORT

PART 1 : QUARTERLY REPORT OF EXPENDITURES AND ESTIMATES

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

Public reporting burden for this collection of information is estimated to average 8 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

STATE: District of Columbia	CURRENT QUARTER ENDED: 6/30/2000		NEXT QUARTER ENDING: 12/31/2000		New (N) or Revised (R): (N)	
CATEGORY	Current Quarter Expenditures		Prior Quarter Adjustments		Next Quarter Estimate	
FOSTER CARE	(a) Total Computable	(b) Federal Share *	(c) Total Computable	(d) Federal Share	(e) Total Computable	(f) Federal Share*
FMAP Rate:	[redacted]	0.5	[redacted]	[redacted]	[redacted]	0.5
1. Maintenance Assistance Payments	12,159,110	6,079,555			13,500,000	6,750,000
2. Fed. share Child Support Collections	[redacted]		[redacted]	[redacted]	[redacted]	
3. Net Assistance Payments (1 minus 2)	[redacted]	6,079,555	[redacted]	[redacted]	[redacted]	
4. Avg. Monthly No. of Children	[redacted]	1,918	[redacted]	[redacted]	[redacted]	1,950
5. State and Local Administration: a. Case Planning & Management	2,939,200	1,469,600			[redacted]	[redacted]
b. Pre-placement Activities	1,724,086	862,043				
c. Eligibility Determinations	359,949	179,975				
d. SACWIS - Operation costs	-	-				
e. Other Administration	2,379,789	1,189,895				
f. Total State and Local Administration (a+b+c+d+e)	7,403,024	3,701,512	-	-	12,500,000	6,250,000
6. SACWIS - Development costs	1,564,600	782,300		-		
7. State and Local Training	-	-				-
8. Demonstration Projects	-	-			-	-
9. Total **	21,126,734	10,563,367			26,000,000	13,000,000

10. State share of next quarter Foster Care estimate [Line 9(e) minus 9(f)] ...	13,000,000

*The Federal share percentage of total computable for payments is the FMAP rate, administration is 50%, SACWIS is 50% and training is 75%.

**For Line 9, Col. (a), (c), (d) & (e) = Lines 1+5(f) +6+7+8. Col. (b) & (f) = Lines 3+5(f)+6+7+8.

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Aministration for Children and Families

Form ACF-IV-E-1

TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE FINANCIAL REPORT

PART 1: QUARTERLY REPORT OF EXPENDITURES AND ESTIMATES

STATE:	CURRENT QUARTER ENDED: 6/30/2000		NEXT QUARTER ENDING: 12/31/2000		New (N) or Revised (R): N	
CATEGORY	Current Quarter Expenditures		Prior Quarter Adjustments		Next Quarter Estimate	
ADOPTION ASSISTANCE	(a) Total Computable	(b) Federal Share *	(c) Total Computable	(d) Federal Share	(e) Total Computable	(e) Federal Share *
FMAP Rate:		0.5				0
1. Adoption Assistance Payments	914,264	457,132			1,250,000	625,00(
2. Avg. Monthly No. of Children		532				62(
3. State and Local Administration	1,648,428	824,214			2,250,000	1,125,00(
4. State and Local Training	-	-			-	-
5. Demonstration Projects	-	-			-	-
6. Total (Lines 1+3+4+5)	2,562,692	1,281,346	-	-	3,500,000	1,750,00(
7. State share of next quarter Adoption Assistance estimate [Line 6(e) minus 6(f)] ...						1,750,00(

*The Federal share percentage of total computable for payments is the FMAP rate, administration is 50% and training is 75%.

This is to certify that all information reported on all parts of this form is accurate and true to the best of my knowledge and belief. This also certifies that the State's share of next quarter estimate reported in Part 1 for Foster Care and Adoption Assistance is or will be available to meet the non-Federal share of expenditures as required by law.

Signature of Approving Official	Date	Typed Name, Title, Agency Name
Allan Long	8-1-2000	Allan K. Long, Controller Child & Family Services Agency 400 6th Street, SW Washington, D.C 20024

Send completed form to: DHHS, ACF, ACYF
Office of Management Services
330 C Street, S.W.
Washington, D. C. 20447

Send a copy to your Regional Office

Child & Family Services Agency
609 H Street, N.E.
Washington, DC 20002

May 15, 2000

Mr. Michael Rolish
Assistant Regional Administrator for Financial Operations
Department of Health and Human Services
Administration for Children & Families
150 S. Independence Mall West, Suite 864
Philadelphia, PA 19106-3499

Transmitted: **via fax (215) 861-4070**

Dear Mr. Rolish:

Transmitted herein is the State Quarterly Report of Expenditures and Estimates (Form #IV-E-1) for the Quarter ending March 31, 2000.

Please note that this report contains prior quarter adjustments for the quarter ending December 31, 1999. CFSA continues to refine the IV-E claiming process through our new SACWIS system, FACES.

As previously reported, the District's Office of Child Support Enforcement has not notified CFSA of child support payments collected for foster care children. We continue to anticipate modest prior quarter negative adjustments once the District's reporting problems are resolved.

If you require any additional information, please call me at (202) 727-7222 or David McNear at (202) 727-7104.

Respectfully submitted,

Allan K. Long, Controller

Cc: Milton Grady
David McNear
Linden DeJoseph
Jim Sprowls

DEPARTMENT [redacted] HEALTH AND HUMAN SERVICES
Aministration for Children and Families

OMB Control N[redacted]0-0205
Expiration date: [redacted]ch 31, 2001
Form ACF-IV-E-1

TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE FINANCIAL REPORT

PART 1 : QUARTERLY REPORT OF EXPENDITURES AND ESTIMATES

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

Public reporting burden for this collection of information is estimated to average 8 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

STATE: District of Columbia	CURRENT QUARTER ENDED: 3/31/00		NEXT QUARTER ENDING: 9/30/00		New (N) or Revised (R): (N)	
CATEGORY	Current Quarter Expenditures		Prior Quarter Adjustments		*Next Quarter Estimate*	
FOSTER CARE	*(a) Total Computable*	*(b) Federal Share **	(c) Total Computable	(d) Federal Share	(e) Total Computable	(f) Federal Share*
FMAP Rate:		0.5				
1. Maintenance Assistance Payments	10,334,571	5,167,286	403,771	201,886	12,250,000	6,125,000
2. Fed. share Child Support Collections		-				
3. Net Assistance Payments (1 minus 2)		5,167,286				
4. Avg. Monthly No. of Children		1,861				1,920
5. State and Local Administration: a. Case Planning & Management	3,570,450	1,785,225	225,172	112,586		
b. Pre-placement Activities	2,287,173	1,143,587	(94,848)	(47,424)		
c. Eligibility Determinations	149,716	74,858	(42,348)	(21,174)		
d. SACWIS - Operation costs	-	-				
e. Other Administration	2,962,939	1,481,470	628,119	314,060		
f. Total State and Local Administration (a+b+c+d+e)	8,970,278	4,485,139	716,095	358,048	11,750,000	5,875,000
6. SACWIS - Development costs	676,967	338,484		-	4,000,000	2,000,000
7. State and Local Training	-	-				-
8. Demonstration Projects	-	-			-	-
9. Total **	19,981,816	9,990,908	1,119,866	559,933	28,000,000	14,000,000

10. State share of next quarter Foster Care estimate [Line 9(e) minus 9(f)] ...	14,000,000

*The Federal share percentage of total computable for payments is the FMAP rate, administration is 50%, SACWIS is 50% and training is 75%.

**For Line 9, Col. (a), (c), (d) & (e) = Lines 1+5(f) +6+7+8. Col. (b) & (f) = Lines 3+5(f)+6+7+8.

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Aministration for Children and Families

Form ACF-IV-E-1

TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE FINANCIAL REPORT

PART 1: QUARTERLY REPORT OF EXPENDITURES AND ESTIMATES

STATE:	CURRENT QUARTER ENDED: 3/31/00		NEXT QUARTER ENDING: 9/30/00		New (N) or Revised (R): N	
CATEGORY **ADOPTION ASSISTANCE**	Current Quarter Expenditures		Prior Quarter Adjustments		Next Quarter Estimate	
	(a) Total Computable	(b) Federal Share *	(c) Total Computable	(d) Federal Share	(e) Total Computable	(e) Federal Share *
FMAP Rate:		0.5				0.5
1. Adoption Assistance Payments	699,363	349,682			900,000	450,000
2. Avg. Monthly No. of Children		523				605
3. State and Local Administration	1,930,262	965,131	84,194	42,097	2,100,000	1,050,000
4. State and Local Training	-	-			-	-
5. Demonstration Projects	-	-			-	-
6. **Total (Lines 1+3+4+5)**	2,629,625	1,314,813	84,194	42,097	3,000,000	1,500,000

7. State share of next quarter Adoption Assistance estimate [Line 6(e) minus 6(f)] ...	1,500,000

*The Federal share percentage of total computable for payments is the FMAP rate, administration is 50% and training is 75%.

This is to certify that all information reported on all parts of this form is accurate and true to the best of my knowledge and belief. This also certifies that the State's share of next quarter estimate reported in Part 1 for Foster Care and Adoption Assistance is or will be available to meet the non-Federal share of expenditures as required by law.

Signature of Approving Official	Date	Typed Name, Title, Agency Name
Allen Long	05-15-00	Allan K. Long, Controller Child & Family Services Agency 400 6th Street, SW Washington, D.C 20024

Send completed form to: DHHS, ACF, ACYF
Office of Management Services
330 C Street, S.W.
Washington, D. C. 20447

Send a copy to your Regional Office

General Receiver's Office
Child & Family Services

400 6th Street, SW Washington, D.C. 20024 ◆ Phone (202) 727-7222 / Fax: (202) 442-6498

March 31, 2000

Mr. Michael Rolish
Assistant Regional Administrator for Financial Operations
Department of Health and Human Services
Administration for Children & Families
150 S. Independence Mall West, Suite 864
Philadelphia, PA 19106-3499

Transmitted: **via fax (215) 861-4070**

Dear Mr. Rolish:

Transmitted herein is the Revised State Quarterly Report of Expenditures and Estimates (Form #IV-E-1) for the Quarter ending December 31, 1999.

This report also contains prior quarter adjustments for the quarter ending 3/31/98. Please note that this revision merely incorporates the prior quarter adjustments for the quarter ending 3/31/98, amounts claimed for the quarter ending 12/31/99 are not revised.

As previously reported, the District's Office of Child Support Enforcement has not notified CFSA of child support payments collected for foster care children. We continue to anticipate modest prior quarter negative adjustments once the District's reporting problems are resolved.

If you require any additional information, please call me at (202) 727-7222 or David McNear at (202) 727-7104.

Respectfully submitted,

Allan Long

Allan K. Long, Chief Financial Officer

cc: Milton Grady
David McNear
Linden deJoseph
Jim Sprowls

EPARTMENT OF HEALTH AND HUMAN SERVICES
ministration for Children and Families

OMB Control No: 0970-0205
Expiration date: March 31, 2001
Form ACF-IV-E-1

TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE FINANCIAL REPORT

PART 1 : QUARTERLY REPORT OF EXPENDITURES AND ESTIMATES

HE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

ublic reporting burden for this collection of information is estimated to average 8 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing ne collection of information.

n agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

STATE: District of Columbia	CURRENT QUARTER ENDED: 12/31/99		NEXT QUARTER ENDING: 6/30/00		New (N) or Revised (R): (R)	
CATEGORY	Current Quarter Expenditures		Prior Quarter Adjustments		Next Quarter Estimate	
FOSTER CARE	(a) Total Computable	(b) Federal Share *	(c) Total Computable	(d) Federal Share	(e) Total Computable	(f) Federal Share*
FMAP Rate:		0.5				
1. Maintenance Assistance Payments	9,411,866	4,705,933	152,555	76,278	11,000,000	5,500,000
2. Fed. share Child Support Collections		-		-		
3. Net Assistance Payments (1 minus 2)		4,705,933		-		
4. Avg. Monthly No. of Children		1,839		52		2,050
5. State and Local Administration: a. Case Planning & Management	3,429,991	1,714,996	(86,080)	(43,040)		
b. Pre-placement Activities	2,138,920	1,069,460	(40,164)	(20,082)		
c. Eligibility Determinations	270,166	135,083	(3,571)	(1,786)		
d. SACWIS - Operation costs	-	-	-	-		
e. Other Administration	1,933,334	966,667	(44,517)	(22,259)		
f. Total State and Local Administration (a+b+c+d+e)	7,772,411	3,886,206	(174,332)	(87,166)	11,000,000	5,500,000
6. SACWIS - Development costs	4,166,931	2,083,466	-	-	2,750,000	1,375,000
7. State and Local Training	-	-	-	-		-
8. Demonstration Projects	-	-	-	-	-	-
9. Total **	21,351,208	10,675,604	(21,777)	(10,889)	24,750,000	12,375,000

10. State share of next quarter Foster Care estimate [Line 9(e) minus 9(f)] ...	12,375,000

*The Federal share percentage of total computable for payments is the FMAP rate, administration is 50%, SACWIS is 50% and training is 75%.

**For Line 9, Col. (a), (c), (d) & (e) = Lines 1+5(f) +6+7+8. Col. (b) & (f) = Lines 3+5(f)+6+7+8.

DEPARTMENT OF HEALTH AND HUMAN SERVICES
Aministration for Children and Families

Form ACF-IV-E-1

TITLE IV-E FOSTER CARE AND ADOPTION ASSISTANCE FINANCIAL REPORT

PART 1: QUARTERLY REPORT OF EXPENDITURES AND ESTIMATES

STATE:	CURRENT QUARTER ENDED: 12/31/99		NEXT QUARTER ENDING: 6/30/00		New (N) or Revised (R): R	
CATEGORY	Current Quarter Expenditures		Prior Quarter Adjustments		Next Quarter Estimate	
ADOPTION ASSISTANCE	(a) Total Computable	(b) Federal Share *	(c) Total Computable	(d) Federal Share	(e) Total Computable	(e) Federal Share *
FMAP Rate:		0.5				0.5
1. Adoption Assistance Payments	754,977	377,489	254,787	127,394	850,000	425,000
2. Avg. Monthly No. of Children		534		170		605
3. State and Local Administration	1,618,508	809,254	63,459	31,730	2,000,000	1,000,000
4. State and Local Training	-	-	-	-	-	-
5. Demonstration Projects	-	-	-	-	-	-
6. Total (Lines 1+3+4+5)	2,373,485	1,186,743	318,246	159,123	2,850,000	1,425,000

7. State share of next quarter Adoption Assistance estimate [Line 6(e) minus 6(f)] ...	1,425,000

*The Federal share percentage of total computable for payments is the FMAP rate, administration is 50% and training is 75%.

This is to certify that all information reported on all parts of this form is accurate and true to the best of my knowledge and belief. This also certifies that the State's share of next quarter estimate reported in Part 1 for Foster Care and Adoption Assistance is or will be available to meet the non-Federal share of expenditures as required by law.

Signature of Approving Official	Date	Typed Name, Title, Agency Name
Allan Long	3-31-00	Allan Long Chief Financial Officer Child & Family Services

Send completed form to:

DHHS, ACF, ACYF
Office of Management Services
330 C Street, S.W.
Washington, D. C. 20447

Send a copy to your Regional Office

CONTRACT	VENDOR	FY 2001	
[redacted]GC12	Father Flanagan's Boystown	$ 328,478.00	*
[redacted]KGC14	For Love of Children, (FLOC)	$ 543,339.00	
0KGC15	Jennings Progress Association	$ 609,346.00	
0KGC16	Tri-Com Training Institute	$ 544,981.50	
0KGE08	Father Flanagan's Boystown	$ 817,542.00	*
0KGE09	Therapeutic Community Care for Families	$ 303,425.00	
0KTR07	Sasha Bruce Youthworks, Inc	$ 57,802.00	
0KTR09	NAFFCCA	$ 893,040.00	
0KRT10	Community Multi-Services, Inc.	$ 97,732.00	
0KGC06	Association For Renewal In Education (ARE)	$ 589,389.75	
0KGC07	Boys and Girls Club of Greater Washington	$ 867,266.40	
0KGC08	Fihankra Place, Inc.	$ 342,099.09	
0KGC10	VOCA Corporation, Inc.	$ 2,299,631.00	
0KGC11	IONIA R. Whipper Home, Inc.	$ 1,145,239.00	
0KGE05	Association For Renewal In Education (ARE)	$ 279,255.00	
0KGE06	Boys and Girls Club of Greater Washington	$ 1,014,372.45	
0KGE07	Sasha Bruce Youthworks, Inc	$ 265,471.00	
0KTR04	Jones & Associates	$ 1,848,478.00	
0KTR05	Fihankra Place, Inc.	$ 829,483.20	
[redacted]TR06	Port Hope Family & Youth Development	$ 182,362.40	
[redacted]KTR08	Catholic Charities, Inc.	$ 1,857,273.80	
1KTS04	FAITH Transportation Services	$ 2,940,300.00	
1KHC01	Home Care Partners	$ 42,900.00	
1KSA02	Life Stride, Inc.	$ 210,000.00	
1KSA03	Perry School Community Services Center	$ 194,494.00	
1KAP01	Underground Railroad, Inc.	$ 59,950.00	
1KSA01	The National Center on Addiction and Substance Abuse	$ 119,280.00	
0KIR02	Nursing Enterprises, Inc.	$ 32,250.00	
0KIR03	VNA HealthCare	$ 77,697.00	
0KFM07	Ward & Ward Mental Health Services	$ 1,240,065.60	
0KFM08	Helping Children Grow	$ 1,009,327.20	
0KFM09	Community Multi-Services	$ 830,692.80	
0KSC03	PSI Services, Inc.	$ 2,410,226.40	
0KSC04	Terrific, Inc.	$ 1,008,641.00	
0KSC05	Chi Eta Phi Sorority, Inc.	$ 438,004.00	
0KFP05	Sasha Bruce Youthworks, Inc.	$ 606,857.00	
0KFP06	Progressive Life Center	$ 539,108.00	
0KFR03	Lutheran Social Services	$ 739,565.00	
[redacted]C02	St Ann's Infant & Maternity Home	$ 1,596,186.00	
[redacted]KTM09	St. Ann's Infant & Maternity Home	$ 520,125.00	

0KDC06	The Alliance of Concerned Men	$	254,746.00
[redacted]DC11	One Church One Child, Inc.	$	236,475.00
[redacted]KCM01	Youth Advocate Programs, Inc.	$	338,420.00
0KCM03	Clean and Pure, Inc.	$	615,000.00
0KCM08	Culbreth & Culbreth Consultants	$	436,000.00
1GDC01	South Washington, West of the River	$	675,149.00
1GDC02	North Capitol Family Support Collaborative	$	984,184.00
1GDC03	Mid Northeast Family Support Collaborative	$	601,107.00
1KDC01	Columbia Heights/Shaw Collaborative	$	1,316,292.00
1KDC02	East River/Marshall Heights Collaborative	$	904,686.00
1KDC03	Edgewood/Brookland Family Collaborative	$	1,124,444.00
1KDC08	Georgia Avenue/Rock Creek Collaborative	$	645,637.00
1KDC12	Far Southeast Collaborative	$	1,179,640.00
1KLF05	Columbia Heights/Shaw c/o FLOC	$	387,458.00
1KR06	Respite Care Associates, Inc.	$	451,629.00
IKIR04	Saint Paul Baptist Church	$	480,655.00
IKR05	Center City Community Corporation	$	306,695.00
1KFB02	East of the River Clergy-Police Community Partnership	$	100,000.00
1KFB03	Teen Challenge Crisis Center	$	100,000.00
1KFB04	Saint Paul Baptist Church	$	100,000.00
[redacted]FB05	Mt. Ararat Baptist Church	$	123,000.00
[redacted]KTM07	Family and Child Services of WDC	$	637,382.00
0KTM08	Catholic Charities, Inc.	$	243,615.00
0KTM10	Sasha Bruce Youthwork, Inc.	$	704,389.00
0KTU05	Takoma Park Kuman Center	$	144,493.00
CFSA-01-C-0010-EK	Center for Study of Social Policy (CSSP)	$	396,738.00
CFSA-01-P-0010-JSC	Metropolitan Washington Council of Governments	$	20,000.00
0KFT12	For Love of Children (FLOC)	$	2,623,007.00
0KFT14	PSI Services, Inc.	$	788,126.00
0KFT15	Baptist Home for Children and Families	$	915,629.52
0KFT16	Father Flanagan's Boystown	$	994,891.44 *
0KFT17	CONCERN Professional Services	$	971,266.00
0KFT18	Pressley Ridge	$	296,460.00
0KFT19	Family and Child Services of WDC	$	1,190,000.00
0KFT20	Martin Pollak Project	$	602,250.00
0KFT23	Family Advocacy Services of Virginia	$	356,529.60
9KFT21	Helping Children Grow	$	555,660.00
0KFT25	First Home Care of Tidewater	$	356,529.60
0KFT24	First Home Care of Tidewater	$	568,095.00
[redacted]FT25	Helping Children Grow	$	568,095.00
[redacted]KFC08	Catholic Charities, Inc.	$	1,674,999.00

0KFC09	Family & Child Services of WDC	$ 3,151,624.00
[redacted]FC10	For Love of Children (FLOC)	$ 1,924,355.00
0KFC11	Lutheran Social Services	$ 2,521,399.40
0KFC12	Board of Child Care	$ 1,957,914.75
0KFT13	Progressive Life Center	$ 607,500.00
0KFT22	MENTOR	$ 389,661.90

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0KFC09	Family & Child Services of WDC	$ 3,151,624.00
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0KFC11	Lutheran Social Services	$ 2,521,399.40
0KFC12	Board of Child Care	$ 1,957,914.75
0KFT13	Progressive Life Center	$ 607,500.00
0KFT22	MENTOR	$ 389,661.90

DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY

900 2nd Street, NE, Washington, DC 20002
(202) 842-0888

CONTRACT FOR GOODS AND/OR SERVICES

CONTRACT NO.: 8KGE08	**TYPE OF SERVICE:** Group Home Foster Care Services
VENDOR: Fr. Flanagan's Boys Home (Boys Town)	**VENDOR ID#:** 073136806
CONTRACT START DATE: April 1, 1998	**EXPIRATION DATE:** March 31, 1999
TYPE OF AWARD: Competitive Bid	**CONTRACT AMT.:** $ 817,542.00

GENERAL TERMS AND CONDITIONS

ARTICLE I. SCOPE OF SERVICES

A. General Requirements

1. The Contractor shall provide group home foster care services to male and female children between the ages of 9 and 21 years of age who are court assigned wards of the District of Columbia Child and Family Services Agency in a nurturing group home setting including, but not limited to board and care, clothing, education, vocational training, and guidance to help them reach their maximum potential.

FOR THE AGENCY:	**FOR THE CONTRACTOR:**
Milton Grady (PRINT name) Contracting Officer CFSA	Fr. Val J. Peter, JCD STD, Executive Director (PRINT Name) Authorized Representative/Title
Signature/Date Milton Grady 4-2-98	Signature/Date 3/25/98
	4801 Sargent Road, NE, Washington, DC 20017 Address/City/State/Zip Code
	202.832.7343 Telephone 202.832.9807 Fax

jho:02/03/98

DISTRICT OF COLUMBIA

CHILD AND FAMILY SERVICES AGENCY

400 Sixth Street, SW, 5th Floor, Washington, DC 20024
(202) 442-6100

CHANGE ORDER/BILATERAL CONTRACT MODIFICATION

ISSUED TO:	RELATING TO:
Father Flanagan's Boys Home (Boys Town) 4801 Sargent Road, N.E. Washington, D.C. 20017	Contract No: 0KGE08 Action No: 2
VENDOR ID #: 073136806	EFFECTIVE DATE: April 1, 2000

In accordance with the Order of the United States District Court for the District of Columbia, CA 89-1754 (TFH) dated August 11, 1995, and the Child and Family Services Agency Financial Operations Policy and Procedures Manual, Sections 10400.00 and 10430.00 (Contracts Policy and Procedures), Articles 10430.20 and Article 10440.40, Contract Number 0KGE08 is modified as follows:

ACTION: Change ____ Option X Modification ____ Price Adjustment ____ Other____

The Child and Family Services Agency elects to exercise the option for the second option year in accordance with the terms of the basic contract and any modifications to the basic contract with the following modifications.

DELETE FROM ARTICLE VI – RECORDS AND REPORTS, section C, paragraph 1, and substitute with the following:

"1. The initial report of the unusual incident shall be faxed to the Contract Monitoring Branch at 202.727.3074. The date, time, place and person(s) involved, and a brief description of the incident shall be included."

*****ALL OTHER CONTRACT TERMS AND CONDITIONS REMAIN UNCHANGED *****

ACCEPTANCE BY CONTRACTOR:

X _____ Executive Director 5/19/00

Signature of Authorized Representative — Title — Date

ACCEPTANCE BY THE RECEIVERSHIP:

_____ 5-25-00

Contracting Officer — Date

DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY

900 2nd Street, NE, Washington, DC 20002
(202) 842-0888

CONTRACT FOR GOODS AND/OR SERVICES

CONTRACT NO.: 8KGC12	**TYPE OF SERVICE:** Group Home Foster Care Services
VENDOR: Fr. Flanagan's Boys Home (Boys Town)	**VENDOR ID#:** 073136806
CONTRACT START DATE: April 1, 1998	**EXPIRATION DATE:** March 31, 1999
TYPE OF AWARD: Competitive Bid	**CONTRACT AMT.:** $ 328,478.00

GENERAL TERMS AND CONDITIONS

ARTICLE I. SCOPE OF SERVICES

A. General Requirements

1. The Contractor shall provide group home foster care services to male and female children between the ages of 9 and 21 years of age who are court assigned wards of the District of Columbia Child and Family Services Agency in a nurturing group home setting including, but not limited to board and care, clothing, education, vocational training, and guidance to help them reach their maximum potential.

FOR THE AGENCY:	**FOR THE CONTRACTOR:**
Milton Grady (PRINT name) Contracting Officer CFSA	Fr. Val J. Peter, JCD STD, Executive Director (PRINT Name) Authorized Representative/Title
Signature/Date Milton Grady 4-2-98	Signature/Date 3-25-98
	4801 Sargent Road, NE, Washington, DC 20017 Address/City/State/Zip Code
	202.832.7343 Telephone 202.832.9807 Fax

jho:02/03/98

DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY
under control of
THE LASHAWN GENERAL RECEIVER

900 2nd Street, NE, Washington, D.C. 20002
(202) 842-0888

CONTRACT FOR GOODS AND/OR SERVICES

CONTRACT NO.: 8KFT08	**TYPE OF SERVICE:** Foster Care Therapeutic Homes
VENDOR: Father Flanagan's Boys Town	**VENDOR ID#:** 07-313-6806
CONTRACT START DATE: October 1, 1997	**EXPIRATION DATE:** January 31, 1998
TYPE OF AWARD: Emergency Sole Source	**CONTRACT AMT.:** $ 140,306.00

GENERAL TERMS AND CONDITIONS

ARTICLE I. SCOPE OF SERVICES

A. General Requirements

1. The Contractor shall provide therapeutic foster care services to neglected, abused and/or abandoned children of the District of Columbia, hereinafter referred to as the child or children, as well as 24 hour, seven day a week crisis intervention and emergency response services to children, preventing disruption of placements and potential removal of the child from foster homes. These children have a broad range of characteristics such as emotional problems, patterns of abscondence and educational deficiencies..

FOR THE RECEIVER:	**FOR THE CONTRACTOR:**
Linda Bayless-Neidner (PRINT name) Contracting Officer CFSA	CLAIR FERGUSON Director WASHINGTON (PRINT Name) Authorized Representative/Title
Linda Bayless-Neidner 9-22-97 Signature/Date	9/17/97 Signature/Date
	4801 Sargent Road, NE, Washington, DC 20017 Address/City/State/Zip Code
	202.832.7343 Telephone 202.832.9807 Fax

DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY

900 Second Street, NE, Suite 221, Washington, DC 20002
(202) 842-0888

CHANGE ORDER/BILATERAL CONTRACT MODIFICATION

ISSUED TO:	RELATING TO:
Father Flanagan's Boys Home (Boys Town) 4801 Sargent Road, N.E. Washington, D.C. 20017	Contract No: 9KGE08 Action No: 1
VENDOR ID #: 073136806	**EFFECTIVE DATE: April 1, 1999**

In accordance with the Order of the United States District Court for the District of Columbia, CA 89-1754 (TFH) dated August 11, 1995, and the Child and Family Services Agency Financial Operations Policy and Procedures Manual, Section 10400 (Contracts Policy and Procedures), Article 10430 and Article 10440, and 27 DCMR, Section 3601.3, Contract Number 9KGE08 is modified as follows:

ACTION: Change ____ Option _X_ Modification ____ Price Adjustment ____ Other____

The Child and Family Services Agency elects to exercise the option of the first year in accordance with the terms of the basic contract with the following modifications.

1. DELETE from **ARTICLE XIV - CONTRACT TYPE AND PRICE** paragraph A., and substitute with the following:

   "A. This is a fixed price contract with a fixed unit price and a maximum contract ceiling amount, with payments based on the documented delivery of the specified units of service."

2. DELETE from **ARTICLE XIX - DURATION**, paragraph A. and substitute with the following:

   "A. **Contract Period**

   The term of this contract shall be from April 1, 1999 to March 31, 2000. CFSA

*****ALL OTHER CONTRACT TERMS AND CONDITIONS REMAIN UNCHANGED *****

ACCEPTANCE BY CONTRACTOR:

X _____ Executive Director 3/31/99

Signature of Authorized Representative — Title — Date

ACCEPTANCE BY THE RECEIVERSHIP:

_____ _____ original

Contracting Officer — Date

2. Failure to repair a facility in need of repair or to maintain a facility in good material condition shall be sufficient cause to terminate any contractual agreement with the Contractor, either prior to initial placement or at any time during contract performance. (Advanced or additional payments shall not be available to maintain a Contractor's facility.)

3. Handicapped Access: All facilities shall be accessible to persons with mobility limitations, consistent with the Rehabilitation of the Handicapped Act - PL 95-602.

4. Maintenance: Supplies and services routinely needed for the maintenance and operation of the facility such as security, janitorial services, trash pickup, laundry or linens shall be provided by the Contractor. The Contract Monitor may make routine and random site visits to the Contractor's facilities to determine that they are maintained in proper material condition conducive to the operation as a "home for wards." Repeated failures by the Contractor to maintain or correct deficiencies in its facilities are sufficient cause to terminate this agreement.

5. The Contractor shall ensure that its group home facilities meet all applicable zoning requirements and have a proper Certificate of Occupancy (C of O). The Certificate of Occupancy shall not solely determine the suitability of any facility for use as a group home facility for wards.

6. The Contractor shall ensure that all facilities, both interior and exterior, are maintained in a home-like manner at all times. This shall include, but is not limited to, operational utilities (gas, electric, hot water, telephone), floor and window coverings, proper bedding for each ward, storage and/or closet space, proper facility insulation (windows and doors, etc.) and roofing in good repair, operational toilets and baths/showers, plumbing, kitchens and cooking facilities, upkeep of shrubs, lawn, and the overall appearance of the exterior of the home.

7. The Contractor shall ensure that all facilities are sufficiently supervised and maintained so as not be become a nuisance property.

E. Specific Requirements

1. Referral/Intake Process:

   The Contractor shall participate in the referral process with the CFSA or contract agency Social Worker, the ward, and his/her family. The referral/intake process shall

DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY
900 Second Street, NE, Suite 221, Washington, DC 20002
(202) 842-0885

CHANGE ORDER/BILATERAL CONTRACT MODIFICATION

ISSUED TO:	RELATING TO:
Father Flanagan's Boys Home (Boys Town) 4801 Sargent Road, N.E. Washington, D.C. 20017	Contract No: 9KGC12 Action No: 1
VENDOR ID #: 073136806	EFFECTIVE DATE: April 1, 1999

In accordance with the Order of the United States District Court for the District of Columbia, CA 89-1754 (TFH) dated August 11, 1995, and the Child and Family Services Agency Financial Operations Policy and Procedures Manual, Section 10400 (Contracts Policy and Procedures), Article 10430 and Article 10440, and 27 DCMR, Section 3601.3, Contract Number 9KGC12 is modified as follows:

ACTION: Change ____ Option _X_ Modification ____ Price Adjustment ____ Other____

The Child and Family Services Agency elects to exercise the option of the first year in accordance with the terms of the basic contract with the following modifications.

1. DELETE from ARTICLE XIV - CONTRACT TYPE AND PRICE paragraph A., and substitute with the following:

   "A. This is a fixed price contract with a fixed unit price and a maximum contract ceiling amount, with payments based on the documented delivery of the specified units of service."

2. DELETE from ARTICLE XIX - DURATION, paragraph A. and substitute with the following:

   "A. Contract Period

   The term of this contract shall be from April 1, 1999 to March 31, 2000. CFSA

****ALL OTHER CONTRACT TERMS AND CONDITIONS REMAIN UNCHANGED ****

ACCEPTANCE BY CONTRACTOR:

X _____ Executive Director 3/31/99
Signature of Authorized Representative — Title — Date

ACCEPTANCE BY THE RECEIVERSHIP:

_____ 4/6/99
Contracting Officer — Date

may exercise up to four one-year options on this agreement by giving the Contractor 30 days notice of its intention to exercise the option. Execution of *any option* years shall be accomplished through a bilateral contract modification changing the contract duration which will only become effective after approval of the Contracting Officer."

2. Under **ARTICLE XXIV – DOCUMENTS INCORPORATED & ORDER OF PRECEDENCE**, change the lettering of sections C to D, D to E and E to F, and insert new letter C., as follows:

"C. Contracts Policies and Procedures Manual."

DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY

900 2nd Street, NE, Washington, DC 20002
(202) 842-0898

CONTRACT FOR GOODS AND/OR SERVICES

CONTRACT NO.: BKFT16 BKFT16	**TYPE OF SERVICE:** Therapeutic Foster Care Services
VENDOR: Fr. Flanagan's Boys Home (Boys Town)	**VENDOR ID#:** 072136806
CONTRACT START DATE: January 29, 1998	**EXPIRATION DATE:** January 28, 1999
TYPE OF AWARD: Competitive Bid	**CONTRACT AMT.:** $ 1,264,331.00

GENERAL TERMS AND CONDITIONS

ARTICLE I. SCOPE OF SERVICES

A. **General Requirements**

1. The Contractor shall provide therapeutic foster care services to neglected, abused and/or abandoned children of the District of Columbia. These children have a broad range of characteristics such as emotional problems, behavioral problems, psychological problems, and educational deficiencies. The Contractor shall provide twenty-four hour, seven days a week crisis intervention and emergency response services to children, preventing disruption of placements and potential removal of the child from foster homes.

FOR THE AGENCY:	FOR THE CONTRACTOR:
Ernestine F. Jones, General Receiver (PRINT name) Contracting Officer CFSA	Fr. Val J. Peter, JCD STD, Executive Director (PRINT Name) Authorized Representative/Title
Ernestine F. Jones 1/26/98 Signature/Date	X Signature/Date
	4801 Sargent Road, NE, Washington, DC 20017 Address/City/State/Zip Code
	202.832.7343 202.832.9807 Telephone Fax

jbe 05/05/97

Boys Town
Contract # 8KFT16

CONTRACT BETWEEN
THE
DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY
AND
FR. FLANAGAN'S BOYS HOME (BOYS TOWN)
FOR
THERAPEUTIC FOSTER CARE SERVICES

Fr. Flanagan's Boys Home (Boys Town), hereinafter referred to as the "Contractor" and the ***District of Columbia Child and Family Services Agency***, hereinafter referred to as "CFSA" or "Agency", mutually agree to the following:

ARTICLE I. SCOPE OF SERVICES

A. General Requirements

1. The Contractor shall provide therapeutic foster care services to neglected, abused and/or abandoned children of the District of Columbia, hereinafter referred to as the child or children. These children have a broad range of characteristics such as emotional problems, behavioral problems, psychological problems and educational deficiencies.

2. The Contractor shall provide twenty-four hour, seven days a week crisis intervention and emergency response services to children, preventing disruption of placements and potential removal of the child from foster homes.

3. The Contractor shall comply with all Federal, State and local laws governing the health, safety and care of children currently in effect.

4. The Contractor shall comply with all Child and Family Services Agency (CFSA) policies, procedures and protocols, and ensure compliance with all mandates of the LaShawn A. Implementation Plan.

B. Definitions

1. Administrative Review - Pursuant to PL 96-272, a review conducted by a panel of appropriate persons, at least one of whom is not responsible for the case management of, or the delivery of service to, either the child or the parents who are the subject of the review. This review is open to the participation of the parents or legal guardian of the child. The purpose of this review is to determine the continuing necessity and appropriateness of the placement, the extent of compliance with the case plan and the extent of progress that has been made toward alleviating or mitigating the causes necessitating placement in foster care; and to project a likely date by which the child may return to the home or be placed for adoption or legal guardianship or to identify another appropriate permanent plan.

2. Behavior Management Plan - A daily, individualized written plan of specific interventions and strategies that is developed often as a component of an Individualized Treatment Plan to provide the therapeutic parent with guidance in affecting prescribed changes and outcomes in a child's behavior, attitude, or coping ability.

3. Case Management - Is goal oriented, time-limited, individualized supervision for a child and his or her family, which is developed by the agency in cooperation with the family and the child on all matters relative to family stabilization (in-home), permanency planning (out-of-home), admission, legal status, assessment, planning, service delivery, case review, treatment and discharge of the child.

4. Case Records - Those reports and records which contain information on all matters relative to admission, legal status, assessment, planning, service delivery, case review, treatment and discharge of the child and/or family and shall include all pertinent documents relating to the child and/or family's progress relative to the case plan and/or ITP.

5. Case Responsibility - The duty of the social worker for the case management, service delivery, permanency planning and case coordination for either a family, a child, or both.

6. Child Case Management - A process through which the social worker assures that a child who is placed out of home receives the services appropriate to facilitating permanency for the child. These services include foster care placements, coordination of medical services, family visits, educational placements, psychological and psychiatric treatment, day care services, homemaker/respite services, structured

summer activities and the adherence to the Interstate Compact on the Placement of Children. Other services provided can include treatment planning, support and consultation to therapeutic foster parents, contact with the child on a weekly basis, support and consultation to the families of the child, community liaison and advocacy and being on call for crises.

7. Family Case Management - A process through which the social worker assures that the family receives the services appropriate to facilitate reunification or stabilization. As case manager, the social worker must coordinate responses for the family that are made by all other professionals and significant parties involved in a helping relationship with the client family. He or she must recognize and respond to cultural, ethnic, and language differences of client families, and tailor a case approach that shall incorporate all family strengths. He or she must identify barriers to effective service delivery so that case planning can include specific strategies and time frames for overcoming them. Specific services include: completing a comprehensive family assessment; developing and implementing a case plan; keeping accurate and up to date case records; providing crisis intervention services; counseling; making referrals for professional evaluations and services; preparing court reports and appearing at all court hearings; making home visits; and attending all administrative reviews. Case management includes assisting families in accessing day care, emergency, respite and homemaker services. When children from the family are placed out of home, case management includes coordinating family visits and the provision of services that could lead to reunification.

8. Family Responsibility - The duty of the social worker assigned to manage the family case. Family case responsibility is assigned to only one social worker when two or more social workers are providing services to individual children in the family. That social worker is responsible for coordinating services among or between the assigned case workers.

9. Family Treatment - Therapeutic foster care programs also serve the birth families of the children in their care. Therapeutic foster care programs seek to involve children and families in treatment-planning and decision making as members of the treatment team. They provide family services to children and their families when return home is planned, and actively seek to support and enhance children's relationships with their parents, siblings, and other family members throughout the period of placement regardless of the permanency goal unless such efforts are expressly and legally prohibited.

10. Individual Education Plan (IEP) - A written statement for each handicapped child, generated by the state education agency that includes a statement of the present level

of education performance, the annual goals, including short-term instructional goals; specific educational services to be provided in a regular school; the projected date for initiation and anticipated duration of services; evaluation procedures and schedules for determining every six months whether instructional objectives are being achieved.

11. Individual Treatment Plan (ITP) - A written plan of action, based on assessment data, that identifies the child's needs, the strategy for providing services to meet those needs, where appropriate treatment goals and objectives, and the criteria for terminating the specific interventions. At a minimum, it includes, but is not limited to, therapeutic, physical, psychological, behavioral, family, medical, social, educational, recreational, and when appropriate, vocational and nutritional needs. The ITP shall address the manner in which the family shall be involved in the process of meeting the child's needs. For those children who have been determined to be educationally handicapped and in need of special education services and programs, the ITP shall address the special educational needs identified in the IEP.

12. Normalization - Making the commonly accepted patterns and conditions of everyday life available to children with severe special needs, developmental disabilities and other handicapping conditions.

13. Permanency Planning - The process established under PL 96-272, "Child Welfare and Adoption Assistance Act of 1980," through which a child in foster care benefits from case planning, periodic reviews and other procedural safeguards to ensure that the child enters care only when necessary, is appropriately placed and is returned home or to a permanent living situation in a timely fashion.

14. Respite Care - A service which is available to the primary caretaker as a means of providing temporary relief from the daily child caring responsibilities.

15. Treatment - is the coordinated and planned provision of services and use of procedures designed to produce a planned outcome in a person's behavior, attitude, or general condition based on a thorough assessment of possible contributing factors. Treatment typically involves the teaching of adaptive, pro-social skills and responses which equip individuals with the means to deal effectively with conditions or situations which have created the need for treatment. The term treatment presumes stated, measurable goals based on professional assessment, a set of written procedures for achieving them, and a process for assessing these results. Treatment accountability requires that goals and objectives be time limited and outcomes systematically monitored.

16. Therapeutic Foster Care - provides treatment services for children who have DSM-IV

diagnoses and exhibit severe behavioral and/or emotional problems that prevent them from being maintained in traditional foster care settings. Therapeutic foster care occurs in a foster home when specially trained foster parents are available at all times to provide consistent behavior management programs, therapeutic interventions, and render services under the direction of a supervising practitioner. Therapeutic foster care services must be community-based, family focused, culturally competent, and developmentally appropriate. Treatment is provided within a family environment with services that focus on improving the client/family's adjustment emotionally, behaviorally, socially and educationally.

17. Therapeutic Foster Care Program - A program of therapeutic foster care is a coherent, integrated constellation of services specifically designed to provide treatment within the foster home setting. The term "program" implies a discreet organizational entity with clearly stated purposes and means of achieving them which are logically described and justified within the framework of a consistent treatment philosophy. As a program, therapeutic foster care is agency lead and team oriented.

18. Therapeutic Foster Family - is viewed as the primary treatment setting, with therapeutic parents trained and supported to implement the in-home portion of the treatment plan and promote the goals of permanency planning for children in their care. Therapeutic foster parents provide the main behavioral intervention and are available at all times. While their role is essential to the model, therapeutic parents do not carry primary or exclusive responsibility for the design of treatment plans. This is a team function carried out under the clinical direction of qualified program staff.

19. Treatment Team - a multi-disciplinary team comprised of all professional staff providing services to the child; therapeutic and birth family members; and, where appropriate, the child which shall meet on a regular basis to develop a treatment plan, monitor progress in achieving the plan's goals and revise the plan as needed.

20. The Contractor shall define any other terms used in its proposal which are not commonly used or which have specific meaning.

C. Target Populations

1. The Contractor(s) shall provide therapeutic foster care services for up to thirty-six (36) children, both male and female ages 6 to 21 who are in foster care but have been unable to adjust to or are deemed inappropriate for traditional foster homes

2. These children's special needs may include one or more of the following

characteristics: cognitive disorders, psychiatric and/or psychological diagnoses; developmental disabilities, learning or school adjustment problems; behavioral or emotional problems; social attachment issues. Each child referred to therapeutic foster care will have a DSM-IV diagnosis and exhibit severe behavioral/emotional problems that prevent him or her from being maintained in a traditional foster care setting. Many of the referred children will meet the above criteria and a significant number will have a GAF of 60 or below.

3. These are children who, as a result of abuse, neglect and/or abandonment require a specialized level of foster care. Many of these children have been in the foster care system for a number of years and have had multiple placements. They will have varying degrees of contact with their biological families.

4. The Contractor shall accept all children which fall into this category except those with specific characteristics, described in their proposal, which their program is not constructed to address. Generally, the Contractor's programs shall be more inclusive than exclusionary. Those specific characteristics which the Contractor's program does not have the capability to accept are outlined in the Contractor's accepted proposal. The Contractor shall be expected to maintain program capabilities which address the following common problems which usually are associate with children in need of therapeutic foster care:

   a. chronic school adjustment problems;
   b. pattern of disrupted placements;
   c. assaultive and/or threatening behaviors;
   d. charged with delinquent offenses;
   e. drug and/or alcohol abuse;
   f. sexual identity/acting out behaviors;
   g. pattern of abscondence/running away;
   h. psychiatric problems, including suicidal gestures;
   i. returning from institutional settings;
   j. fire starters;
   k. medical conditions requiring specialized in-home treatment, including being HIV positive;
   l. pervasive developmental disorders;
   m. mental retardation;
   n. withdrawn or depressed behaviors; and
   o. GAF of 60 or below.

D. Location of Services

1. Except for children already placed in a Contractor's foster homes, therapeutic foster care services provided outside the District of Columbia must be provided within a twenty-five mile radius of the District. Children previously placed in homes outside the twenty five mile radius may continue in their current placement.

2. The Contractor shall maintain an administrative office within the District of Columbia if it is licensed as a child placement agency with the District's Office of Regulatory Affairs as required if the Contractor maintains foster care homes in the District.

E. Facility Requirements

1. The Contractor's facilities shall conform to all local and Federal housing, zoning, and building code regulations.

2. The Contractor shall maintain all required annual licenses for its facilities. In jurisdictions which do not license individual foster care homes, such as Maryland, the Contractor provide an annual certification that the homes meet equivalent standards equal to exceeding those of the District of Columbia. The Contractor's failure to do so shall constitute a failure to perform and shall be a basis for termination for default.

3. The Contractor shall ensure that emergency site facilities have been identified should any of the primary facilities experience a catastrophe.

F. Specific Program Requirements

1. The Contractor shall provide services in accordance with the Agency's policies, procedures and protocols and shall monitor compliance with all mandates of the LaShawn Modified Final Order, which is incorporated herein by reference.

2. Therapeutic foster care provides treatment services for children who have DSM-IV diagnoses and exhibit severe behavioral and/or emotional problems that prevent them from being maintained in traditional foster care settings. Therapeutic foster care occurs in a foster home when specially trained foster parents are available at all times to provide consistent behavior management, therapeutic interventions, and render services under the direction of a supervising practitioner. Therapeutic foster care services must be community-based, family focused, culturally competent, and developmentally appropriate. Treatment is provided within a family environment with services that focus on improving the child's adjustment emotionally, behaviorally, socially and educationally.

3. The Contractor shall be responsible for providing the therapeutic parents and monitoring their compliance at all times with the program's goals and objectives.

4. A therapeutic parent must be available 24 hours a day to address the child's treatment needs and to respond to crisis or emergency situations. This may preclude one of the therapeutic parents from working outside of the home. Therapeutic parents may not provide day care for children in their home.

5. Single parents may serve as therapeutic foster care parents.

6. Because of the Agency's expectation that a therapeutic parent shall be available to the child 24 hours a day, CFSA shall not reimburse parents or the Contractor for the costs of child care or related services.

7. Therapeutic parents are responsible for monitoring and scheduling the child 24 hours a day, seven days a week. This might include monitoring school attendance, homework completion, household chores, leisure activities, sleeping time, court appearances, after school activities, therapy and group meetings. Therapeutic parents are encouraged to expose the child to a variety of leisure activities that the child may not otherwise have a chance to experience.

8. The Contractor shall maintain a foster care model which shall provide care, supervisic and comprehensive services to children as described in its proposal. The model shall be grounded in the principles of permanency planning and normalization and must be capable of being replicated in a variety of residences and communities.

9. The Contractor may place no more than two children in the home of any therapeutic parent at any time, with the exception of sibling groups who are to be placed together. The Agency's preference is that whenever possible only one child should be placed in a therapeutic foster home.

10. The Contractor shall provide step-down foster care services in accordance with its proposal. If provided, the Contractor shall provide a step-down foster care program for children who have progressed to the point that they no longer need therapeutic care but whose best interests would be served by remaining with the same foster parents.

11. The Contractor shall provide respite for the therapeutic parents on a regular basis in accordance with their proposal.

12. Therapeutic parents must be able to provide a house or apartment with at least two separate bedrooms and a working telephone.

13. Therapeutic parents who have cars must have proper insurance and a valid District of Columbia, Maryland or Virginia driver's license.

14. The Contractor shall ensure that each child is assigned a social worker who shall be responsible for the direct care of that child in conjunction with the therapeutic parents. The social worker shall have official case responsibility for the child. If the child in the Contractor's program is the only child in the family, the social worker also shall have family responsibility.

15. At any time during the duration of the contract, the Agency may negotiate with the Contractor on other circumstances in which the Contractor shall be expected to take family responsibility. The Contractors shall then be required to accept family responsibility for those children in the program whose family circumstances match those circumstances in cases where the Contractor has case management responsibility for the child and the family.

16. The Contractor shall maintain its current and/or planned participation in one or more of the Family Strengthening Neighborhood Collaboratives which the Agency is developing to implement a community-based service delivery model.

17. The Contractor shall become a member of the Collaborative in which most of its services shall be provided or from which most of its children come.

18. The Contractor shall maintain confidentiality of all personal information. All requests for personal information must be referred to the Contracting Officer.

G. Recruitment and Evaluation of Therapeutic Parents

1. The Contractor shall maintain a comprehensive recruitment plan which includes coordination with one or more of the Agency's neighborhood Collaboratives.

2. The Contractor shall maintain a therapeutic parent intake and application process in accordance with its approved proposal.

3. Therapeutic parents shall be selected in part on the basis of their acceptance of the program's therapeutic philosophy and their ability to carry out this philosophy on a daily basis. They must be willing to accept the intense level of involvement and supervision provided by the therapeutic team in their treatment planning functions

and the impact of that involvement on their family life. Therapeutic parents must be willing to carry out all tasks specified in their therapeutic foster care program's job description including working directly and in a supportive fashion with the families of children placed in their care.

4. The Contractor shall maintain a written policy explaining the procedures and criteria for therapeutic parent selection.

5. The Contractor shall maintain a written description of the methods, procedures and time frames involved in the processing of the applicants' home study. The Contractor's written policy and procedures shall describe the frequency and types of home visits, interviews and other contacts with the prospective therapeutic parents and collateral contacts. The Contractor's policies shall list types of required information to be collected and forms to be used. At a minimum, these steps shall include:

   a. completing the home study application;
   b. assessing the adequacy of the applicant's financial status;
   c. ensuring that the applicant receives a medical evaluation;
   d. obtaining child protection registry and police clearances;
   e. obtaining three personal references;
   f. obtaining current and prior employment verification and references;
   g. assessing the applicant's liability and homeowner insurance policies;
   h. obtaining a lead paint evaluation of the home in those jurisdictions in which this is a requirement; and
   i. obtaining other required materials, such as authorizations for release of information.

6. Both parents in a couple must complete the training. Clearances and references must be obtained for every adult in the foster family household.

7. The Contractor shall maintain a home study process that includes several interviews with the prospective therapeutic parents and an evaluation of the physical aspects of the home. A minimum of two personal visits shall be conducted with each prospective therapeutic parent.

8. The Contractor shall conduct a thorough evaluation of the physical environment of the home to ensure that basic levels of safety and health standards are being met; that there is adequate and appropriate space to accommodate foster child(ren) and that the home is in compliance with applicable licensing regulations.

9. The Contractor shall ensure that the home study process occurs concurrently with the application process described above.

10. Upon completion of the home study and application process all forms and other documentation shall be compiled into a foster parent record which shall include:

    a. police and child protection register clearances;
    b. medical evaluations;
    c. home study application and report;
    d. photographs of the therapeutic parents;
    e. Application for Approval to Operate a Foster Home;
    f. lead paint test, if applicable;
    g. sanitation report, if applicable;
    h. summaries of all interviews conducted;
    i. employee/personnel references;
    j. summary of all training provided
    k. foster home license/certificate; and
    l. any other required documents.

H. Training of Therapeutic Foster Parents

1. The Contractor shall maintain a training plan that incorporates, at a minimum, the foster parent training hours mandated by the LaShawn Modified Final Order. Each prospective therapeutic foster parent must receive a minimum of thirty (30) hours of pre-service training and shall demonstrate mastery of the training curriculum before a child is placed in his/her home. Thereafter, therapeutic parents must receive a minimum of twenty (20) hours of training per year. Training shall include, but not be limited to, the following:

    a. behavior management;
    b. positive communication;
    c. skill teaching and treatment strategies;
    d. separation and loss;
    e. basic first aid and CPR;
    f. child welfare policies and procedures, including permanency planning principles;
    g. stress management;
    h. passive restraint;
    i. daily record keeping;
    j. chemical/substance abuse;
    k. human development and sexuality;
    l. confidentiality;

m. advocacy;
n. physical and mental illness;
o. relationship and team building;
p. crisis intervention;
q. knowledge and use of community resources;
r. parenting skills;
s. standards for providing foster care; and
t. accessing special education services.

2. The Contractor shall employ an effective method for providing compressed, time-critical, child-specific training to therapeutic parents where a child's presenting problem(s) encompass areas requiring a therapeutic parent to receive additional training.

I. Referral, Intake and Discharge Process

1. Referrals of CFSA wards to the therapeutic foster care program shall be made only by the Placement Information and Referral Office (PIRO), which serves as the placement office for CFSA. PIRO shall refer to the therapeutic parent program only those children who have a DSM-IV diagnosis and whose behavioral and/or emotional problems prevent them from being appropriately placed in a traditional foster home. Whenever possible, PIRO shall give the therapeutic parent provider at least a week's notice of the need to place a child. However, referrals may be made on shorter notice. The Contractor shall not accept referrals of CFSA wards from any other source.

2. The current social worker shall coordinate the child's move from his/her present residence to the therapeutic foster home. Prior to the move, the social worker must:

   a. ensure that the child has had a complete physical examination within the prior twelve months, and forward a copy of the medical report to the Contractor.

   b. provide Contractor with a copy of child's social security card, birth certificate, Medicaid number, any diplomas, certificates of training, awards, previous placement history, medical history, school information, family information and a complete inventory of his/her clothing.

   c. ensure that each child has a medical screening for signs of illness, fever, rashes, bruises, physical and emotional problems.

3. Whenever possible, and appropriate, a child whose permanency plan is reunification should be placed in a home located within the boundaries of the same neighborhood

collaborative as the family with whom he or she is to be reunified.

4. It is CFSA policy that no child accepted by a program should be discharged for reasons other than reunification, emancipation, transition to independent living or documented progress such that the child no longer requires therapeutic foster care. In those rare instances when the Contractor is requesting a discharge of a child from the program for any other reason than those listed above, the Contractor shall document to the satisfaction of the Contract Monitor all steps that have been taken to stabilize a child's placement when that placement appears at risk of breaking down. The Contract Monitor must approve such a discharge at least thirty days before it occurs.

5. The Contractor shall maintain an approved written plan which describes the process of developing an aftercare plan for each child and the method of discharge planning, which shall include the direct involvement of members of the treatment team and other CFSA staff. The written plan shall be approved by the Contracts Monitoring Unit and will be a part of this agreement. The CFSA Contract Monitor must be notified in writing thirty days prior to any placement changes.

6. Any stay in therapeutic foster care longer than two years must be justified to the satisfaction of the Contract Monitor. The Contractor shall use an approved written criteria to be used for determining that a child is no longer in need of therapeutic care but would be appropriate for step-down care. The written criteria shall be approved by the Contracts Monitoring Unit and shall be a part of this agreement.

J. Provision of Basic Needs to Children

1. The Contractor's operating plan shall describe a method for providing a wide array of services to address the basic and specialized needs of each child. These services shall be appropriate to the age, functional level and learning ability of each child and shall include, but not be limited to, the following:

   a. food, shelter and clothing;
   b. medical and dental care;
   c. mental health and therapeutic services
   d. appropriate educational and vocational services;
   e. family services;
   f. recreational services;
   g. transportation services; and
   h. age-appropriate independent living and self-sufficiency skills training.

2. The Contractor's foster parents shall provide each child with three balanced nutritious