

CFS-101, Part I: Annual Budget Request for Title IV-B, Subpart 1 & 2 Funds, CAPTA, CFCIP, and ETV Instructions

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

Complete separate forms for each fiscal year.

- 1. State or ITO:** Enter the name of the State or Indian Tribal Organization (ITO).
- 2. EIN:** Indicate the Employer Identification Number (EIN).
- 3. Address:** Enter the address of the State or ITO Agency.
- 4. Submission:** Indicate if this is a new or revised budget request.
- 5. Total estimated title IV-B, subpart 1 funds:** Specify the estimated amount of title IV-B, subpart 1 Federal funds that the State or ITO expects to spend during the fiscal year on Child Welfare Services. The previous Federal Fiscal Year's (FFY) final allotment as provided in the annual Program Instruction on the Annual Progress and Services Report (APSR) is to be used as the estimated amount for the State's/Tribe's request.¹ A 25% match is required and the State or Tribe's match amount should be reflected on the final SF-269 report.
 - a) Specify the estimated amount of title IV-B, subpart 1 funds to be spent on administration (not to exceed 10% of the estimated allotment).
- 6. Total estimated title IV-B, subpart 2 funds:** Specify the total estimated amount of title IV-B, subpart 2 Federal funds that the State or ITO expects to spend during the fiscal year on Promoting Safe and Stable Families services. The previous Federal Fiscal Year's (FFY) final allotment as provided in the annual Program Instruction on the APSR is to be used as the estimated amount for the State's/Tribe's request. A 25% match is required and the State or Tribe's match amount should be reflected on the final SF-269 report.
 - a) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Family Preservation Services.
 - b) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Family Support Services.

¹ The tentative allotments for title IV-B, subpart 1 and 2, CFCIP, and ETV are based on the premise that all States and Indian Tribes will apply for and receive the funds available to them. In the event that not all States or Indian Tribes apply for or receive their tentative allocations, those funds will be redistributed among eligible States and Indian Tribes, where permitted by statute. States requesting additional funds in anticipation of such a redistribution should submit information on the proposed use of such additional funds to the appropriate Regional Office of the Administration for Children and Families in the State's/Tribe's APSR.

When States or Tribes that have not applied for funds available to them in past fiscal year(s) decide to do so, depending upon the total amount of funds appropriated by Congress for the next fiscal year, there may be a reduction in the final distribution of funds.

- c) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Time-Limited Family Reunification Services.
- d) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Adoption Promotion and Support Services.
- e) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for other service related activities (e.g. planning).
- f) For States only, specify the estimated amount of title IV-B, subpart 2 funds to be spent on Monthly Caseworker Visits.
- g) Specify the estimated amount of title IV-B, subpart 2 funds to be spent on administration. (For States: not to exceed 10% of the estimated allotment.)

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

- a) Indicate the amount of Federal funds that the State or Tribe does not expect to utilize.
- b) Indicate the amount of Federal funds that the State or Tribe is requesting, if additional funds become available.

8. Child Abuse Prevention and Treatment Act (CAPTA) (States only): Indicate the State's estimated CAPTA State Grant allocation as provided in the annual Program Instruction on the APSR. Supplemental funds may be available for distribution if there are States that are not awarded grant funds or there are unobligated funds available for redistribution. No matching funds are required for this grant.

9. Estimated Chafee Foster Care Independence Program (CFCIP) Funds (States only): Indicate the estimated amount of CFCIP funds that the State expects to spend on independent living activities as provided in the APSR Program Instruction.

- a) At State option, indicate the estimated amount of the State's allotment for the designated fiscal year to be spent for room and board for eligible youth (not to exceed 30% of CFCIP). Note that these funds may be spent over a two-year period ending on September 30 of the fiscal year following the year in which they were awarded.

10. Estimated Funds Allotted under Section 477 for the Education and Training Vouchers (ETV) Program (States only): Indicate the estimated amount of ETV funds that the State expects to spend on ETV as provided in the APSR Program Instruction.

11. Re-allotment of CFCIP and/or ETV Funds for States: The Administration for Children and Families (ACF) is able to re-allot unneeded portions of State allocations of CFCIP and ETV funds to other States so that the total appropriation remains available for program

CFS-101, PART I

U.S. Department of Health and Human Services
Administration for Children and Families

Attachment B

OMB Approval #0980-0047
Approved through October 31, 2008

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

- a) Indicate the amount of funds that the State will not utilize from its allotment to carry out the CFCIP activities.

- b) Indicate the amount of funds that the State will not utilize from its allotment to carry out the ETV program activities.

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

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

By signing this form the State/Tribal official assures that the State/Tribe will meet all applicable match requirements.