

<h1>ACF</h1> <p>Administration for Children and Families</p>	<b>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</b> <b>Administration on Children, Youth and Families</b>	
	<b>1. Log No:</b> ACYF-CB-PI-03-03	<b>Issuance Date:</b> March 14, 2003
	<b>3. Originating Office:</b> Children's Bureau	
	<b>4. Key Words:</b> Title IV-B, subparts 1 and 2; Tribal Child and Family Services Plan (CFSP)	

### PROGRAM INSTRUCTION

**TO:** Federally Recognized Indian Tribes and State Administrators of Public Child Welfare Agencies

**SUBJECT:** Allotment of Title IV-B, Subparts 1 and 2 Funds to Eligible Indian Tribes and Indian Tribal Organizations for Fiscal Year (FY) 2003

**PURPOSE:** The purpose of this Program Instruction is:

- To announce a revision of the amount of Federal funds available to Indian Tribes for the Child Welfare Services and the Promoting Safe and Stable Families programs (title IV-B, subparts 1 and 2 of the Social Security Act); and
- To provide instructions for applying for grant funds

**LEGAL AND RELATED REFERENCES:** Sections 422(a), 425, 428, 432(b)(2), 433(a), 434(c), and 437 of the Social Security Act (the Act); 45 CFR 1355.30 and 1357; Program Instruction (PI)-ACYF-CB-PI-99-07, ACYF-CB-PI-02-07.

**INFORMATION:**

This Program Instruction announces and disseminates the Tribal allotments of funds under Title IV-B, subparts 1 and 2. As noted in ACYF-CB-PI-02-07, ACF is using the Tribes' child population under age 21 based on the official 2000 population figures supplied by the Census Bureau to determine Tribal allotments, unless the Tribe certifies an alternative child population number. ACF has completed the process of obtaining Indian child population certifications from the Tribes and can now release FY 2003 fund allotments.

States will find these Tribal allotments to be informative because direct title IV-B, subpart 1 grants to Tribes or Indian Tribal Organizations (ITOs) are funded from the title IV-B, subpart 1 allotment of the State or States in which the Tribe or ITO is located. The funds are taken from the State allotments only if the Tribe applies for the funds. If a Tribe or ITO is located in more than one State, funds are paid from the allotment of each State.

States and Tribes are required to make arrangements for the provision of child welfare services and protections required in section 422(b)(10) of the Act.<sup>1</sup> The regulations at 45 CFR 1357.40 require Tribes to provide a description of the arrangements developed with States to provide services to Indian children under both State and Tribal jurisdiction. We encourage States and Tribes to discuss and coordinate services for Tribal children in a meaningful way.

Title IV-B, subpart 2, was amended as a result of the passage of the Promoting Safe and Stable Families (PSSF) Amendments of 2001. The changes included the authorization of additional discretionary funds for the program and the provision for a two percent set-aside of the discretionary funds for Tribes. This is in addition to the one percent set-aside of the original allotment. The total Tribal portion of funds appropriated for subpart 2 for FY 2003 has increased to approximately \$5 million. As a result, in combination with the use of Tribally certified child population numbers, there are twelve Tribes newly eligible for PSSF funds in FY 2003. Allotments to individual Tribes may have either increased or decreased because more Tribes are now eligible for funding. Only those Indian Tribes whose allotment of FY 2003 funds are greater than \$10,000 are eligible to receive funds.

#### **INSTRUCTIONS FOR TRIBES:**

**Current grantees:** (Tribes who submitted applications for title IV-B, subparts 1 and/or 2 for FY 2003 by June 30, 2002):

The CFS-101, The Annual Budget Request for Title IV-B, Subpart 1 and 2 Funds, requesting FY 2003 funds should have been submitted to ACF by June 30, 2002 along with the Annual Progress and Services Report (APSR). If a Tribe's estimated allotment has increased, the Tribe must send a revised CFS-101, Part I to the appropriate Regional Office by March 31, 2003, in order to receive additional funds.

If the Tribe is resubmitting, the following apply:

- Title IV-B, subpart 1 recipients must complete lines 1-5 and line 11 of the CFS-101, Part I.
- Title IV-B, subpart 2 recipients must complete lines 1-6 and line 11 of the CFS-101, Part I. It is not necessary to complete lines 6a-6f as Tribes are not required to specify the division of service dollars or the costs for administering the program. Line 7a should be completed if the Tribe will not be requesting its full allotment, or line 7b should be completed if the Tribe is requesting additional funding that may become available from Tribes who do not request their full allotment. Tribes should submit revised CFS-101s (Part I) as necessary, and as soon as possible, so that any funds available for re-allotment to other Tribes can be distributed accordingly.

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<sup>1</sup> The Adoption and Safe Families Act (ASFA) of 1997 renumbered former section 422(b)(9) of the Social Security Act as 422(b)(10). The regulation at 45 CFR 1357.40(c) has not yet been updated to reflect this change in numbering.

## **New Applicants Requirements:**

### **Title IV-B, subpart 1 (Child Welfare Services) for FY 2003:**

Applications for subpart 1 funds must have been received by June 30, 2002 for FY 2003. Applications for FY 2004 must be received no later than June 30, 2003. Additional guidance regarding the application process will be provided in a forthcoming Program Instruction.

### **Title IV-B, subpart 2 (Promoting Safe and Stable Families) for FY 2003 and FY 2004:**

In order to receive funds for FY 2003, new applicant Tribes must submit to the appropriate ACF Regional Office by June 30, 2003:

- a Child and Family Services Plan (CFSP) covering FY 2003 and FY 2004;
- a CFS-101, Part I and Part II (See Attachment B and Attachment C) for both FY 2003 and FY 2004;
- signed Assurances and Certifications (See Attachment E)

Tribes may utilize the 1<sup>st</sup> year funding for both planning and services, but must match any funds claimed under PSSF according to regulations at 45 CFR 1357.50(g).<sup>2</sup>

The CFSP is a plan that combines title IV-B, subparts 1 and 2. If the Tribe currently receives subpart 1, and is applying for subpart 2, it must expand the current CFSP to include subpart 2.

Tribal applicants must adhere to the following regulations in order to receive approval for their CFSP:

- 45 CFR 1357.15(a)--The comprehensive child and family services plan requirements. Within these regulations, there are specific requirements for Tribal plans.
- 45 CFR 1357.40 and 45 CFR 1357.50 -- The regulations regarding direct payments to Tribes for title IV-B, subparts 1 and 2 respectively.

Additional guidance concerning planning and the CFSP is provided in Attachment D. The regional offices must be part of a joint planning effort with the Tribe and are available for technical assistance to Tribes in the development of a timely CFSP.

## **Fiscal and Administrative Information for Current Grantees and New Applicants:**

Reallotment of Funds: The CFS-101, Part I: The Annual Budget Request for Title IV-B, Subpart 1 and 2 Funds, (see Attachment B), has been updated and approved through July 31, 2005. This form offers the opportunity to indicate, at line 7a, the amount of the Tribal allotment that will not be used for the Promoting Safe and Stable Families program. That amount can be reallocated to other Tribes, so that the total set-aside for Tribes remains available for program purposes. Please indicate the amount, if any, the Tribe will not be using, or at line 7b, the additional amount the Tribe is requesting if reallotment funds become available.

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<sup>2</sup> Former section 434(b)(2) of the Act allowed States and Indian Tribes to use 100 percent Federal funds for planning purposes in the first year of the title IV-B, subpart 2 program. The statutory provision has been repealed and is no longer in effect. Regulatory provisions extending that authority for Tribes are now obsolete.

Cost Sharing Requirements: In order to receive the funds potentially available, a Tribe or ITO must provide at least 25 percent of the total funds expended by the Tribe or ITO for title IV-B, subparts 1 and 2 funds or an amount equal to at least one third of the Federal allotment. The Federal share is 75 percent of the total expenditures, up to the amount of the Tribal allotment. The Tribes' or ITOs' total expenditures may be greater than the amount needed to draw down the Federal funds, but the Federal reimbursement is limited to the amount in the allotment. The Tribe must also match any additional funding received through the re-allotment process. Except as follows, the use of other Federal funds as the Indian Tribe's share of expenditures is prohibited. The exceptions are: 1) Indian Child Welfare Act funds; 2) Indian Self-Determination and Education Assistance funds; and 3) Community Development Block Grant funds.

Fiscal Reports: Expenditures under title IV-B are to be reported by the State or Indian Tribe using a Standard Form 269, Financial Status Report (SF-269). Tribes are required to submit an SF-269 at the end of each 12 months (October 1-September 30). The report covering the first 12 months is the interim report and the report covering the entire two-year grant period is the final report. The interim report and the final report are due 90 days after the end of each fiscal year (December 31). Funds under title IV-B must be expended by September 30 of the fiscal year following the fiscal year in which the funds were awarded. Submit the SF-269 directly to the appropriate Regional Office and to the following address:

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

Budget Request Submittal: Eligible Tribes or ITOs should submit the Annual Budget Request (Form CFS-101) to the appropriate Regional Office. Upon approval, the Regional Office will forward the approved request to the ACF Office of Administration in Washington, DC.

INQUIRIES TO: ACF Regional Offices

/s/  
Joan E. Ohl  
Commissioner

Attachment A 1- FY 2003 estimated Title IV-B, subpart 1 allotments  
Attachment A 2- FY 2003 estimated Title IV-B, subpart 2 allotments  
Attachment B – CFS-101, Part I, Annual Budget for Title IV-B, subparts 1 & 2  
Attachment C – CFS-101, Part II, Annual Summary of CFS, Form  
Attachment C – CFS-101, Part II, Annual Summary of CFS (new applicants only)  
Attachment D – CFSP guidance (new applicants only)  
Attachment E – Assurances and Certifications (new applicants only)  
Attachment F – ACF Regional Offices

Title IV-B, Subpart 1  
Child Welfare Services  
Tribal Child Population and Federal Share of Funds  
Fiscal Year (FY) 2003-Final Allotments

		Pop. Under Age 21 <sup>1/</sup>	State \$/Ch x 3	Allotment
Alabama	Poarch Creek	57	11.94	681
Alaska	<b>Aleutian/Pribilof Islands Association</b>	795	10.65	8,467
	Akutan			
	Atka		Nikolski	
	Belkofski		Sand Point	
	False Pass		St. George	
	King Cove		St. Paul	
	Nelson Lagoon		Unalaska	
	<b>Arctic Slope Native Association</b>	2,402	10.65	25,581
	Anaktuvuk Pass			
	Atkasook		Point Hope (claimed by Manillaq)	
	Barrow		Point Lay	
	Kaktovik		Wainwright	
	Nuiqsut			
	<b>Assn of Vil. Council Pres's</b>	9,606	10.65	102,304
	Akiachak Native Community			
	Bethel (Orutsaramuit)	1,524		
	* Kwinhagak (Quinhagak)	227		
	Tuluksak	252		
	Akiak		Lime Village	
	Alakanuk		Lower Kalskag	
	Algaacig (St. Mary's)		Marshall	
	Atmautluak		Mekoryuk	
	Asa'Carsarmiut (Mountain Village)		Napaimute	
	Andreafsky		Napakiak	
	Aniak		Napaskiak	
	Bill Moore		Newtok	
	Chefornak		Nightmute	
	Chevak		Nunam Iqua	
	Chuatbaluk		Nunapitchuk	
	Chulloonawick		Ohogamiut	
	Crooked Creek		Oscarville	
	Eek		Paimiut	
	Emmonak		Pilot Station	
	Georgetown		Pitkas Point	

<sup>1/</sup> Population data is either from the 2000 Census or Tribe's certification.

\* Tribe's certification

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 Child Welfare Services  
 Tribal Child Population and Federal Share of Funds  
 Fiscal Year (FY) 2003-Final Allotments

		Pop. Under Age 21 /	State \$/Ch x 3	Allotment
Alaska	<b>Assn of Vil. Council Pres's - con't.</b>			
	Goodnews Bay	Platinum		
	Hamilton	Red Devil		
	Hooper Bay	Russian Mission		
	Kalskag	Scammon Bay		
	Kasigluk	Sheldon Point		
	Kipnuk	Sleetmute		
	Kongiganak	St. Mary's		
	Kotlik	Stony River		
	Kuigpagmiut	Toksook Bay		
	Kwethluk	Tuntutuliak		
	Kwigillingok	Tununak		
		Umkumiut		
	<b>Bristol Bay Native Association</b>	2,463	10.65	26,231
	Ugashik	18		
	Aleknagik	Levelock		
	Chignik	Manokotak		
	Chignik Lake	Naknek		
	Chignik Lagoon	New Koliganek		
	Clark's Point	New Stuyahok		
	Curyung	Newhalen		
	Dillingham	Nondalton		
	Egegik	Pedro Bay		
	Ekuk	Perryville		
	Ekwok	Pilot Point		
	Kanatak	Portage Creek		
	Igiugig	Port Heiden		
	Iliamna	South Naknek		
	Ivanof Bay	Togiak		
	Kokhanok	Twin Hills		
	<b>*Chugachmiut</b>	117	10.65	1,246
	Chenega			
	Eyak	Port Graham		
	Nanwalek	Tatitlek		
	<b>Cook Inlet Tribal Council</b>	9,899	10.65	105,424
	Chickaloon			
	Eklutna			
	Kenaitze			
	Knik			
	Ninilchik			
	Salamatof			
	Seldovia			
	*Tyonek	222		

Title IV-B, Subpart 1  
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	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
Alaska			
Copper River NA (Ahtna RC)	305	10.65	3,248
Cantwell			
Chistochina			
Chitina			
Copper Center			
Gakona			
Gulkana			
Mentasta Lake			
Tazlina			
*Eyak	174		
<b>*Kawerak, Inc.</b>	<b>4,155</b>	<b>10.65</b>	<b>44,251</b>
Brevig Mission			
*Council	49		
*Elim	162		
Gambell			
Golovin			
* King Island	200		
Koyuk			
Inalik			
Mary's Igloo			
* Nome Eskimo	605		
Port Clarence			
Savoonga		Stebbins	
Shaktoolik		Teller	
Shishmaref		Unalakleet	
Solomon		Wales	
St. Michael		White Mountain	
<b>*Ketchikan Indian Corporation</b>	<b>1,542</b>	<b>10.65</b>	<b>16,515</b>
<b>*Kodiak Area Native Association</b>	<b>1,454</b>	<b>10.65</b>	<b>15,485</b>
* Akhiok	32		
* Karluk	16		
* Kodiak (Shoonag of Koniag)	861		
*Larsen Bay	154		
*Old Harbor	156		
*Ouzinkie	129		
*Port Lions	106		
<b>*Maniilaq Association</b>	<b>3,306</b>	<b>10.65</b>	<b>35,209</b>
* Kobuk	76		
Ambler		Deering	
Buckland		Kiana	
		Kivalina	

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	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
Alaska			
<b>*Maniilaq Association - con't.</b>			
Kotzebue	Point Hope		
Noatak	Selawik		
Noorvik	Shungnak		
<b>*Metlakatla Indian Community</b>	845	10.65	8,999
<b>*Sitka</b>	603	10.65	6,422
<b>Tanana Chiefs Conference</b>	4,708	10.65	50,140
* Evansville	22		
*Nulato	315		
Alatna			
Allakaket			
Anvik			
Artic Village	Chalkyitsik		
Beaver	Circle		
Birch Creek	Dot Lake		
Eagle	Nenana		
Fort Yukon	Nikolai		
Galena	Northway		
Grayling	Rampart		
Healy Lake	Ruby		
Holly Cross	Shageluk		
Hughes	Stevens Village		
Huslia	Takotna		
Kaltag	Tanacross		
Koyukuk	Tanana		
Manley Hot Springs	Tetlin		
McGrath	Venetie		
Minto			
<b>*CC Tlingit &amp; Haida Indian Tribes of AK</b>	4,564	10.65	48,607
<b>*Anchorage</b>	275		
*Angoon	147		
*Craig	181		
*Chilkat	77		
Chilkoot			
Douglas			
*Haines	130		
* Hoonah	158		
* Hydaburg	77		
*Juneau	1824		
*Kake	200		
* Kasaan	8		



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		Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
Alaska	*CC Tlingit & Haida - con't.			
	* Klawock	171		
	*Klukwan	21		
	*Pelican	10		
	*Peterburg Indian Community	187		
	*San Francisco	105		
	*Saxman	15		
	*Seattle	762		
	*Wrangell	193		
	*Yakutat	100		
Arizona	Camp Verde	-	11.19	-
	Cocopah	208	11.19	2,328
	*Colorado River (also in CA)	1,369	11.19	15,319
	Fort McDowell	371	11.19	4,151
	Fort Mojave (also in CA)	256	11.19	2,865
	Gila River	5,054	11.19	56,554
	Havasupai	208	11.19	2,328
	*Hopi	4,066	11.19	45,499
	Hualapai	577	11.19	6,457
	*Kaibab	100	11.19	1,119
	Maricopa (Ak-Chin)	300	11.19	3,357
	*Navajo (also in NM and UT)	49,833	11.19	557,631
	*Pascua Yaqui	4,090	11.19	45,767
	Payson (Yavapai-Apache) Com.	320	11.19	3,581
	*Salt River Pima-Maricopa	3,312	11.19	37,061
	San Carlos	4,434	11.19	49,616
	San Xavier	-	11.19	-
	*Tohono O'odham (Papago)	9,830	11.19	109,998
	*White Mountain (Fort Apache)	5,934	11.19	66,401
	Yavapai-Prescott	49	11.19	548
California	Agua Caliente	57	9.54	544
	Barona Ran.	166	9.54	1,584
	Benton Paiute	20	9.54	191
	Berry Creek Ran.	65	9.54	620
	Big Lagoon Ran.	9	9.54	86
	Big Pine Ran.	101	9.54	964
	Big Sandy Ran.	31	9.54	296
	Big Valley Ran.	93	9.54	887
	Bishop Ran.	388	9.54	3,702
	Blue Lake Ran.	8	9.54	76
	Bridgeport Colony	4	9.54	38
	Cabazon	2	9.54	19

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	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
Cahuilla	56	9.54	534
Campo	128	9.54	1,221
Cedarville Ran.	11	9.54	105
Chemehuevi	61	9.54	582
Chicken Ranch Ran.	-	9.54	-
Cold Springs Ran.	88	9.54	840
Colorado River (also in AZ)	-	9.54	-
Colusa (Cachil Dehe) Ran.	22	9.54	210
Cortina Ran.	3	9.54	29
Coyote Valley	47	9.54	448
Dry Creek Ran.	18	9.54	172
Elk Valley Ran.	15	9.54	143
Fort Bidwell	45	9.54	429
Fort Independence	17	9.54	162
Fort Mojave Trust Lands (also in AZ)	-	9.54	-
Fort Yuma (Quechon)	642	9.54	6,125
Grindstone Creek Ran.	66	9.54	630
Hoopa Valley	1,045	9.54	9,969
Hopland Ran.	14	9.54	134
*Karuk	297	9.54	2,833
La Jolla	125	9.54	1,193
La Posta	6	9.54	57
Laytonville Ran.	66	9.54	630
Lone Pine Ran.	43	9.54	410
Lookout Ran.	2	9.54	19
Los Coyotes	30	9.54	286
Manchester (Point Arena) Ran.	63	9.54	601
Manzanita	29	9.54	277
Mechoopda	75	9.54	716
Mesa Grande	29	9.54	277
Middletown Ran.	24	9.54	229
Montgomery Creek Ran.	1	9.54	10
Mooretown	57	9.54	544
Morongo	245	9.54	2,337
North Fork Ran.	1	9.54	10
Pala	313	9.54	2,986
Pauma	89	9.54	849
Pechanga	149	9.54	1,421
Picayune Ran.	5	9.54	48
Pinoleville Ran.	25	9.54	239
Pit River	4	9.54	38
Quartz Valley	19	9.54	181
Redding Ran.	14	9.54	134
Redwood Valley Ran.	47	9.54	448
Resighini Ran.	20	9.54	191

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		Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
California	Rincon	168	9.54	1,603
	Roaring Creek Ran.	4	9.54	38
	Robinson Ran.	69	9.54	658
	Rohnerville Ran.	19	9.54	181
	Round Valley	90	9.54	859
	Rumsey Ran.	10	9.54	95
	San Manuel	18	9.54	172
	San Pasqual	155	9.54	1,479
	Santa Rosa	27	9.54	258
	Santa Rosa Ran.	234	9.54	2,232
	Santa Ynez	27	9.54	258
	Santa Ysabel	90	9.54	859
	Sherwood Valley Ran.	67	9.54	639
	Shingle Springs Ran.	10	9.54	95
	Smith River Ran.	18	9.54	172
	Soboba	219	9.54	2,089
	So. CA Tribal Chairman's Assn.	-	9.54	-
	Stewarts Point Ran.	23	9.54	219
	Sulphur Bank (El-Em) Ran.	33	9.54	315
	Susanville Ran.	101	9.54	964
	Sycuan	6	9.54	57
	Table Bluff Ran.	38	9.54	363
	Table Mountain Ran.	-	9.54	-
	Torres-Martinez	85	9.54	811
	Trinidad Ran.	25	9.54	239
	*Tule River	715	9.54	6,821
	Tuolumne Ran.	45	9.54	429
	*United Auburn	108	9.54	1,030
	Upper Lake Ran.	19	9.54	181
	Viejas Ran.	72	9.54	687
	Woodsford Community	73	9.54	696
	XL Ranch	-	9.54	-
	*Yurok	1,610	9.54	15,359
Colorado				
	*Southern Ute	588	9.15	5,380
	*Ute Mountain (also in UT)	721	9.15	6,597
Connecticut	Mashantucket Pequot	118	6.42	758
Florida				
	Big Cypress	45	10.11	455
	Brighton	195	10.11	1,971
	Coconut Creek	-	10.11	-
	Fort Pierce	-	10.11	-
	Hollywood	245	10.11	2,477

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	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
Florida- con Immokalee	79	10.11	799
Miccosukee	-	10.11	-
Seminole Trust Lands	-	10.11	-
Tampa	-	10.11	-
Idaho			
Coeur d'Alene	576	12.33	7,102
Kootenai	33	12.33	407
*Nez Perce	1,065	12.33	13,131
Paiute Shoshone-Duck Valley (also in NV)	-	12.33	-
Shoshone-Bannock (Fort Hall)	1,589	12.33	19,592
Iowa			
Sac and Fox (Iowa)	276	11.04	3,047
Indiana			
* Pokagon Band of Potawatomi	146	10.83	1,581
Kansas			
Iowa (also in NE)	49	10.74	526
Kickapoo	334	10.74	3,587
Praire Band of Potawatomi	213	10.74	2,288
Sac and Fox (KS-NE)	28	10.74	301
Louisiana			
*Chitimacha	471	11.91	5,610
Coushatta	3	11.91	36
Jena Band of Choctaw	179	11.91	2,132
Tunica-Biloxi	24	11.91	286
Maine			
*Aroostook Micmacs	401	11.88	4,764
*Houlton Band of Maliseets	305	11.88	3,623
*Indian Township Passamaquoddy	528	11.88	6,273
*Penobscot	655	11.88	7,781
*Pleasant Point Passamaquoddy	659	11.88	7,829
Massachus			
*Wampanoag-Gay Head	353	7.77	2,743
Michigan			
*Bay Mills	598	10.11	6,046
Grand Traverse	222	10.11	2,244
*Hannahville Community	273	10.11	2,760
Isabella	607	10.11	6,137
Keweenaw Bay Community (L'Anse)	372	10.11	3,761
Lac Vieux Desert	52	10.11	526
*Pokagon Band of Potawatomi	704	10.11	7,117
*Sault Ste. Marie	8,578	10.11	86,724

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	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
<b>Minnesota</b>			
Bois Forte (Nett Lake)	208	9.30	1,934
Fond du Lac	644	9.30	5,989
Grand Portage	110	9.30	1,023
Leech Lake	2,177	9.30	20,246
Lower Sioux	142	9.30	1,321
*Mille Lacs	1,393	9.30	12,955
Minnesota Chippewa	25	9.30	233
Prairie Island Com.	68	9.30	632
*Red Lake	2,645	9.30	24,599
Sandy Lake	35	9.30	326
Shakopee Com.	88	9.30	818
*Upper Sioux Com.	217	9.30	2,018
Vermillion Lake	-	9.30	-
*White Earth	1,553	9.30	14,443
Mississippi * Mississippi Choctaw	4,596	12.81	58,875
<b>Montana</b>			
*Assiniboine and Sioux (Fort Peck)	5,029	12.90	64,874
*Blackfeet	5,022	12.90	64,784
*Chippewa Cree (Rocky Boy's)	1,337	12.90	17,247
*Conf'd Salish and Kootenai (Flathead)	3,105	12.90	40,055
*Crow	2,431	12.90	31,360
*Fort Belknap	1,785	12.90	23,027
*Northern Cheyenne	2,049	12.90	26,432
<b>Nebraska</b>			
Iowa (also in KS)	-	10.80	-
*Omaha	1,343	10.80	14,504
*Ponca Tribe	931	10.80	10,055
Pine Ridge (Oglala Sioux) (also in SD)	-	10.80	-
Santee	281	10.80	3,035
Winnebago	722	10.80	7,798
<b>Nevada</b>			
Battle Mountain	39	9.39	366
Campbell Ranch	97	9.39	911
Carson Colony	84	9.39	789
Dresslerville Colony	108	9.39	1,014
Duck Valley (also in ID)	399	9.39	3,747
Duckwater	44	9.39	413
Elko Colony	270	9.39	2,535
Ely Colony	25	9.39	235
Fallon Paiute Shoshone	224	9.39	2,103

Title IV-B, Subpart 1  
 Child Welfare Services  
 Tribal Child Population and Federal Share of Funds  
 Fiscal Year (FY) 2003-Final Allotments

	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
Nevada-cor Fallon Colony	45	9.39	423
Fort McDermitt	108	9.39	1,014
Goshute	-	9.39	-
Las Vegas Colony	47	9.39	441
Lovelock Colony	30	9.39	282
Moapa	57	9.39	535
Pyramid Lake	532	9.39	4,995
Reno-Sparks Colony	362	9.39	3,399
South Fork	35	9.39	
Stewart Community	62	9.39	582
Summit Lake	2	9.39	19
Te-Moak	-	9.39	-
Walker River	266	9.39	2,498
Washoe	-	9.39	-
Wells Colony	17	9.39	160
Winnemucca Colony	13	9.39	122
Yerington	55	9.39	516
Yomba	36	9.39	338
New Mexico *Acoma Pueblo	1,556	12.48	19,419
Alamo Navajo	-	12.48	-
Canoncito	-	12.48	-
Cochiti Pueblo	283	12.48	3,532
*Isleta Pueblo	1,452	12.48	18,121
*Jemez Pueblo	1,146	12.48	14,302
Jicarilla Apache	1,143	12.48	14,265
*Laguna Pueblo	2,873	12.48	35,855
*Mescalero Apache	1,913	12.48	23,874
Nambe Pueblo	189	12.48	2,359
*Navajo (also in AZ and UT)	32,526	12.48	405,924
Picuris Pueblo	55	12.48	686
Pojoaque Pueblo	128	12.48	1,597
Ramah Navajo Com.	-	12.48	-
*San Felipe Pueblo	1,512	12.48	18,870
San Ildefonso Pueblo	207	12.48	2,583
San Juan Pueblo	492	12.48	6,140
Sandia Pueblo	203	12.48	2,533
*Santa Ana Pueblo	238	12.48	2,970
Santa Clara Pueblo	509	12.48	6,352
Santo Domingo Pueblo	1,364	12.48	17,023
*Taos Pueblo	725	12.48	9,048
Tesque Pueblo	136	12.48	1,697
Zia Pueblo	260	12.48	3,245
*Zuni Pueblo	3,637	12.48	45,390

Title IV-B, Subpart 1  
 Child Welfare Services  
 Tribal Child Population and Federal Share of Funds  
 Fiscal Year (FY) 2003-Final Allotments

	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
New York Onieda (East)	2	8.13	16
Onondaga	406	8.13	3,301
Seneca (Allegany & Cattaraugus)	1,388	8.13	11,284
St. Regis Mohawk	1,025	8.13	8,333
Tonawanda	63	8.13	512
Tuscarora	125	8.13	1,016
North Carol * Eastern Cherokee	4,815	10.74	51,713
North Dakota			
Spirit Lake Tribe	1,830	12.78	23,387
Standing Rock (also in SD)	1,464	12.78	18,710
Three Affiliated (Fort Berthold)	1,912	12.78	24,435
Turtle Mountain Chippewa	3,799	12.78	48,551
Oklahoma			
*Absentee Shawnee	960	11.97	11,491
Apache	-	11.97	-
*Caddo	1,198	11.97	14,340
*Cherokee	61,730	11.97	738,908
Cheyenne-Arapaho	3,272	11.97	39,166
Chickasaw	9,872	11.97	118,168
*Choctaw	36,780	11.97	440,257
*Citizen Band of Potawatomi	4,740	11.97	56,738
*Comanche	2,716	11.97	32,511
Delaware	-	11.97	-
*Fort Sill Apache	223	11.97	2,669
*Iowa	159	11.97	1,903
*Kaw	289	11.97	3,459
*Kialegee	150	11.97	1,796
*Kiowa	2,285	11.97	27,351
Miami	357	11.97	4,273
Modoc	27	11.97	323
Muscogee (Creek)	20,505	11.97	245,445
Osage	2,680	11.97	32,080
Otoe-Missouria	156	11.97	1,867
*Ottawa	732	11.97	8,762
Pawnee	905	11.97	10,833
*Ponca	651	11.97	7,792
Quapaw Tribe	490	11.97	5,865
Sac and Fox	2,217	11.97	26,537
*Seminole	4,394	11.97	52,596
Seneca-Cayuga	201	11.97	2,406
Tonkawa	195	11.97	2,334
*Wyandotte	620	11.97	7,421
*Wichita & Affiliate	1,083	11.97	12,964

Title IV-B, Subpart 1  
 Child Welfare Services  
 Tribal Child Population and Federal Share of Funds  
 Fiscal Year (FY) 2003-Final Allotments

	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
Oklahoma-c *United Keetoowah	1,452	11.97	17,380
Oregon			
Burns Paiute	53	10.59	561
Celilo Village	18	10.59	191
*Siletz	1,062	10.59	11,247
*Coquille Indian	364	10.59	3,855
*Cow Creek	513	10.59	5,433
*Grande Ronde, Confederated Tribes	1,924	10.59	20,375
*Klamath	913	10.59	9,669
*Umatilla, Confederated Tribes	882	10.59	9,340
*Warm Springs, Confederated Tribes	1,925	10.59	20,386
Rhode Islar *Narragansett	987	10.32	10,186
South Dakota			
*Cheyenne River	4,683	12.06	56,477
*Crow Creek	964	12.06	11,626
Flandreau	143	12.06	1,725
*Lake Traverse (Sisseton-Wahpeton)	1,900	12.06	22,914
Lower Brule	645	12.06	7,779
Pine Ridge (Oglala Sioux) (also in NE)	7,508	12.06	90,546
Rosebud	4,784	12.06	57,695
Standing Rock	1,522	12.06	18,355
*Yankton	2,542	12.06	30,657
Texas			
Alabama and Coshatta	165	10.53	1,737
Kickapoo Traditional Tribe	204	10.53	2,148
Ysleta Del Sur Pueblo	137	10.53	1,443
Utah			
*Goshute (also in NV)	44	11.97	527
Navajo (also in AZ and NM)	3,106	11.97	37,179
*Paiute	369	11.97	4,417
Skull Valley	10	11.97	120
*Uintah and Ouray	1,269	11.97	15,190
*Ute Mountain (also in CO)	137	11.97	1,640
Washington			
Chehalis	192	9.51	1,826
*Colville	3,083	9.51	29,319
*Jamestown S'Klallam	214	9.51	2,035
Hoh	43	9.51	409
Kalispel	85	9.51	808
Lower Elwha	107	9.51	1,018
*Lummi	2,162	9.51	20,561
Makah	498	9.51	4,736



Title IV-B, Subpart 1  
 Child Welfare Services  
 Tribal Child Population and Federal Share of Funds  
 Fiscal Year (FY) 2003-Final Allotments

	Pop. Under Age 21 1/	State \$/Ch x 3	Allotment
Muckleshoot	527	9.51	5,012
Nisqually	178	9.51	1,693
Nooksack	186	9.51	1,769
*Port Gamble	381	9.51	3,623
Port Madison	208	9.51	1,978
*Puyallup	1,551	9.51	14,750
Quileute	137	9.51	1,303
*Quinault	694	9.51	6,600
Samish	99	9.51	941
*Sauk-Suiattle	70	9.51	666
Shoalwater	18	9.51	171
Skokomish	228	9.51	2,168
Spokane	709	9.51	6,743
Squaxin Island	142	9.51	1,350
Stillaguamish	32	9.51	304
Swinomish	260	9.51	2,473
*Tulalip	1,782	9.51	16,947
Upper Skagit	77	9.51	732
Yakima	3,486	9.51	33,152
Wisconsin			
*Bad River	1,744	10.44	18,207
*Lac Courte Oreilles	957	10.44	9,991
Lac du Flambeau	828	10.44	8,644
*Menominee	2,582	10.44	26,956
Onieda (West)	1,411	10.44	14,731
Potawatomi (Wisconsin)	138	10.44	1,441
Red Cliff	432	10.44	4,510
*Sokaogon Chippewa Com.	495	10.44	5,168
St. Croix	280	10.44	2,923
Stockbridge	294	10.44	3,069
*Ho-Chuck (formerly Winnebago)	1,706	10.44	17,811
Wyoming			
*Wind River (No. Arapaho & Shoshone)	4,955	12.06	59,757

## Promoting Safe and Stable Families(PSSF) FY 2003 Title IV-B, subpart 2 FINAL Tribal Allocations

Postal Code	Name, Grantee	Tribal	
		Population Under 21	Total Tribal Allocation
AK	Artic Slope	2,402	26,604
AK	Assoc Vil Coun Pres	9,606	106,395
AK	Bristol Bay	2,463	27,280
AK	Cook Inlet	9,899	109,640
AK	Kawerak	4,155	46,020
AK	Kodiak Area Native Assoc.	1,325	14,676
AK	Maniilaq Assoc	3,306	36,617
AK	Tanana Chiefs	4,708	52,145
AK	Tlingit-Haida	4,596	50,905
AZ	Colorado River	1,369	15,163
AZ	Gila River	5,054	55,977
AZ	Hopi	4,066	45,035
AZ	Navajo	85,465	946,600
AZ	Pascua Yaqui	4,090	45,300
AZ	Salt River Pima-Maricopa	3,312	36,683
AZ	San Carlos Apache	4,434	49,110
AZ	Tohono O'odham	4,278	47,383
AZ	White Mountain (Ft. Apache)	5,934	65,724
CA	Hoopa Valley Tribal Council	1,045	11,574
CA	Yurok	1,610	17,832
ID	Nez Perce Tribe	1,065	11,796
ID	Shoshone-Bannock(Fort Hall)	1,589	17,600
MI	Saulte Ste. Marie Chippewa	8,578	95,009
MN	Leech Lake Chippewa	2,177	24,112
MN	Mille Lacs Band of Ojibwe	1,393	15,429
MN	Red Lake Chippewa	2,645	29,296
MN	White Earth Chippewa	1,553	17,201
MS	Mississippi Choctaw	4,596	50,905
MT	Assiniboine Sioux(Ft Peck)	5,029	55,701
MT	Blackfeet	5,022	55,623
MT	Chippewa Cree	1,337	14,808
MT	Crow Tribe	2,431	26,925
MT	Ft. Belknap	1,785	19,770
MT	Northern Cheyenne	2,049	22,694
MT	Salish Kootenai (Flathead)	3,105	34,391
NC	Eastern Band Cherokee	4,815	53,330
ND	Spirit Lake	1,830	20,269
ND	Standing Rock Sioux	2,986	33,073
ND	Three Affiliated Tribes(Ft Berthold)	1,912	21,177
ND	Turtle Mt. Chippewa	3,799	42,077
NE	Omaha	1,343	14,875
NM	Acoma	1,556	17,234
NM	Isleta	1,452	16,082
NM	Jemez	1,146	12,693
NM	Jicarilla Apache	1,143	12,660
NM	Laguna	2,873	31,821

## Promoting Safe and Stable Families(PSSF) FY 2003 Title IV-B, subpart 2 FINAL Tribal Allocations

Postal Code	Name, Grantee	Tribal	
		Population Under 21	Total Tribal Allocation
NM	Mescalero Apache	1,913	21,188
NM	San Felipe	1,512	16,747
NM	Santo Domingo	1,364	15,108
NM	Zuni	3,637	40,283
NY	Seneca	1,388	15,373
NY	St. Regis Mohawk Tribe	1,025	11,353
OK	Absentee Shawnee Tribe	960	10,633
OK	Caddo	1,198	13,269
OK	Cherokee	61,730	683,714
OK	Cheyenne-Arapaho	3,272	36,240
OK	Chickasaw	9,872	109,341
OK	Choctaw	36,780	407,371
OK	Citizen-Potawatomi	4,740	52,500
OK	Comanche	2,716	30,082
OK	Kiowa	2,285	25,308
OK	Muscogee (Creek) Nation	20,505	227,111
OK	Osage	2,680	29,683
OK	Pawnee	905	10,024
OK	Sac-Fox	2,217	24,555
OK	Seminole	4,394	48,667
OR	Wichita & Affiliate	1,083	11,995
OR	United Keetoowah	1,452	16,082
OR	Grand Ronde	1,924	21,310
OR	Klamath	913	10,112
OR	Warm Springs	1,925	21,321
RI	Narragansett	987	10,932
SD	Cheyenne River Sioux	4,683	51,868
SD	Crow Creek Sioux Tribe	964	10,677
SD	Oglala Sioux(Pine Ridge)	7,508	83,158
SD	Rosebud Sioux	4,784	52,987
SD	Sisseton-Wahpeton Sioux	1,900	21,044
SD	Yankton Sioux	2,542	28,155
UT	Ute-Uintah & Ouray	1,269	14,055
WA	Colville	3,083	34,147
WA	Lummi Tribe	2,162	23,946
WA	Puyallup	1,551	17,179
WA	Tulalip	1,782	19,737
WA	Yakama	3,486	38,611
WI	Bad River	1,744	19,316
WI	Ho Chunk (Winnebago)	1,706	18,895
WI	Lac Courte Oreilles	957	10,600
WI	Menominee	2,582	28,598
WI	Oneida	1,411	15,628
WY	Northern Arapaho/Shoshone	4,955	54,881
	<b>Total</b>	<b>454,772</b>	<b>5,037,000</b>

**CFS-101, PART I: ANNUAL BUDGET REQUEST FOR TITLE IV-B, SUBPARTS 1 AND 2, CAPTA AND CHAFEE FOSTER CARE INDEPENDENCE PROGRAM INSTRUCTIONS**

(Complete separate forms for each fiscal year)

1. Enter the name of the State or Indian Tribal Organization (ITO).
2. Indicate the Employer Identification Number (EIN).
3. Enter the address of the State or ITO Agency.
4. Indicate if this is a new or revised budget request.

5. Estimated title IV-B, subpart 1 funds:

Specify the estimated amount of title IV-B, subpart 1 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.

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

Specify the total estimated amount of title IV-B, subpart 2 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) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Family Preservation Services.

b) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Family Support Services.

c) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Time-Limited Family Reunification Services.

d) Specify the estimated amount of title IV-B, subpart 2 funds to be spent during the fiscal year for Adoption Promotion and Support Services.

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

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

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

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

a) Indicate the amount of funds that:

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

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

**8. Child Abuse Prevention and Treatment Act (CAPTA), Basic State Grants Only (States only).**

Indicate the State's estimated CAPTA Basic 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.

Note: Pooled funding among the programs is not allowed, since separate funding streams and accountability are still required by statute. While the information on the programs may be consolidated into one Child and Family Services Plan (CFSP), eligibility and funding for the individual programs will be kept separate and funding will not be delayed for one program due to potential eligibility issues in the other program.

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

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

Note: Pooled funding among the programs is not allowed, since separate funding streams and accountability are still required by statute. While the information on the programs may be consolidated into one Child and Family Services Plan (CFSP), eligibility and funding for the individual programs will be kept separate and funding will not be delayed for one program due to potential eligibility issues in the other program.

**10. Re-allotment of CFCIP funds for States**

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

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

b) Indicate the amount of funds the State is requesting if additional funds become available.

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

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

**CFS-101, Part I: Annual Budget Request For Title IV-B, Subpart 1 & 2 Funds, CAPTA, And Chafee Foster Care Independence Program Fiscal Year 20\_\_, October 1, 20\_\_ through September 30, 20\_\_**

1. State or ITO:		2. EIN:	
3. Address:		4. Submission:  [ ] New [ ] Revision	
5. Estimated title IV-B, Subpart 1 Funds (25% State match required).		\$	
6. Total Estimated title IV-B, Subpart 2 Funds. (This amount should equal the sum of lines a – f.) (25% State match required.)		\$	
a) Total Family Preservation Services.		\$	
b) Total Family Support Services.		\$	
c) Total Time-Limited Family Reunification Services.		\$	
d) Total Adoption Promotion and Support Services.		\$	
e) Total for Other Service Related Activities (e.g. planning).		\$	
f) Total Administration (not to exceed 10% of estimated allotment).		\$	
7. Re-allotment of Title IV-B, Subpart 2 funds for State and Indian Tribal Organizations (25% State match required).			
a) Indicate the amount of the State's/Tribe's allotment that will not be required to carry out the Promoting Safe and Stable Families program. \$ _____			
b) If additional funds become available to States and ITOs, specify the amount of additional funds the State or Tribes is requesting. \$ _____			
8. Child Abuse Prevention and Treatment Act (CAPTA) Basic State Grant Only (no State match required)			
Estimated BSG Amount \$ _____, plus additional allocation, as available.			
9. Estimated Chafee Foster Care Independence Program (CFCIP) funds (20% State match required).		\$	
10. Re-allotment of CFCIP Funds (20% State match required).			
a) Indicate the amount of the State's allotment that will not be required to carry out CFCIP \$ _____.			
b) If additional funds become available to States, specify the amount of additional funds the State is requesting \$ _____.			
11. Certification by State Agency and/or Indian Tribal Organization.			
The State agency or Indian Tribe submits the above estimates and request for funds under title IV-B, subpart 1 and/or 2, of the Social Security Act, CAPTA BSG and CFCIP, and agrees that expenditures will be made in accordance with the Child and Family Services Plan, which has been jointly developed with, and approved by, the ACF Regional Office, for the Fiscal Year ending September 30.			
Signature and Title of State/Tribal Agency Official		Signature and Title of Regional Office Official	
Date		Date	

State or IT \_\_\_\_\_

For FFY OCTOBER, \_\_\_\_ TO SEPTEMBER 30, \_\_\_\_

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

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



**CFS-101, PART II: ANNUAL SUMMARY OF CHILD AND FAMILY SERVICES  
INSTRUCTIONS  
(Complete separate forms for each fiscal year)**

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

**Services/Activities**

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

1. Prevention and Support Services (Family Support):

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

2. Protective Services:

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

3. Crisis Intervention (Family Preservation):

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

a) Pre-Placement Prevention:

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

b) Reunification Services:

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

4. Time-Limited Family Reunification Services:

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

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

5. Adoption Promotion and Support Services:

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

6. Foster Care Maintenance:

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

a) Foster Family and Relative Foster Care:

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

b) Group/Institutional Care:

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

7. Adoption Subsidy Payments:

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

8. Independent Living Services:

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

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

9. Administration and Management:

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

Also, includes costs of administrative services for family preservation, family support, time-limited family reunification and adoption promotion and support which are not more than ten percent of Federal expenditures under title IV-B, subpart 2 of the plan for the fiscal year. Allowable costs may

include, but are not limited to, procurement, payroll processing, personnel functions, management, maintenance and operation of space and property, data processing and computer services, accounting, budgeting, auditing, and indirect costs allocable in accordance with the agency's approved cost allocation plan (See 45 CFR 1357.32(h)).

10. Staff Training:

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

11. Foster Parent Training and Recruitment:

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

12. Adoptive Parent Training and Recruitment:

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

13. Child Care Related to Employment/Training:

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

14. Total:

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

**Estimated Expenditures**

1. Federal Funds (columns a - i)

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

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

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

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

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

4. Population to be Served (column l)

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

5. Geographic Area to be Served (column m)

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

## Attachment D

### **The Child and Family Services Plan (CFSP) Guidance to Newly Eligible Tribes Title IV-B, Subpart 2, Promoting Safe and Stable Families FYs 2003 and 2004**

This guidance is to be used in conjunction with the regulations at 45 CFR 1357.15. It is only for Tribes applying for Promoting Safe and Stable Families (PSSF) funds for the first time. A Tribal Child and Family Services Plan (CFSP) is normally required every five years. However, due to the increase in the number of eligible Tribes in the middle of the CFSP cycle, only a two-year plan, for FY 2003 and FY 2004, is necessary. If the Tribe has an approved CFSP for Child Welfare Services (the title IV-B, subpart 1 program), the new PSSF portion must be integrated into the current CFSP.

**OVERVIEW:** The Promoting Safe and Stable Families program provides funds to Tribes to develop or expand, and to operate coordinated programs of community based family support services, family preservation services, time-limited family reunification services and adoption promotion and support services to accomplish the following objectives:

- (1) To prevent child maltreatment among families at risk through the provision of supportive family services.
- (2) To assure children's safety within the home and preserve intact families in which children have been maltreated, when the family's problems can be addressed effectively.
- (3) To address the problems of families whose children have been placed in foster care so that reunification may occur in a safe and stable manner in accordance with the Adoption and Safe Families Act of 1997.
- (4) To support adoptive families by providing support services as necessary so that they can make a lifetime commitment to their children.

**BACKGROUND:** Enactment of a new subpart 2 to title IV-B of the Social Security Act was the first major change to title IV-B, heretofore Child Welfare Services, since the amendments made by Public Law 96-272, the Adoption Assistance and Child Welfare Act of 1980. This law, the Family Preservation and Support Act of 1993, provided States and eligible Indian Tribes with new Federal dollars for preventive services (family support services) and services to families at risk or in crisis (family preservation services). In 1997, the Adoption and Safe Families Act (ASFA) renamed the title IV-B, subpart 2 program as "Promoting Safe and Stable Families" (PSSF), added two new service categories of time-limited family reunification services and adoption promotion and support services, and amended the definitions of family support and family preservation to emphasize the safety of children. The definitions of the four services emphasized in the Promoting Safe and Stable Families Act are in statute at section 431 of title IV-B, subpart 2 of the Social Security Act.

The Promoting Safe and Stable Families Amendments of 2001 brought some additional changes, including:

- Re-authorization of the programs under title IV-B, subpart 2, for Federal fiscal years (FY) 2002 through 2006 and authorized funding of \$305 million for each year.

- A continuation of the existing (one percent) set-aside of the original funding for Indian Tribes and authorization of additional discretionary funding through 2006, of which two percent is a set-aside for Indian Tribes.
- A change to the definition of family preservation services to allow support of infant safe haven programs, which provide ways for a parent to safely relinquish a newborn infant at a safe haven designated pursuant to State law;
- An amendment to allow for the reallocation of unneeded portions of Tribal allocations to other Tribes so that the total appropriation remains available for program purposes;
- An amendment to the definition of family support services to include services to strengthen parental relationships and promote healthy marriages. The amendment was added at the request of this Administration to encourage States and Tribes to direct funds to the Department's Healthy Marriages and Responsible Fatherhood Initiatives. Because of the benefits to children, adults, and society through the implementation of activities to promote and sustain healthy marriages, ACF is interested in promoting them among the populations it serves. We encourage Tribes to propose creative approaches to achieving these goals in the context of the child welfare system.

This guidance is provided to assist those Tribes that have not yet participated in the PSSF program. In order to receive PSSF funds, the Tribe must plan for its new funding and services, submit a written Child and Family Services Plan (CFSP) for approval by ACF, and update that plan yearly through the Annual Progress and Services Report (APSR). We urge each Indian Tribe to consult with the ACF Regional Office staff as it prepares its CFSP. Regional Office staff will clarify requirements, provide further guidance, review materials submitted, and ultimately approve the CFSP. Below, we describe the planning that must be done prior to the development of the CFSP and the requirements of the CSFP.

## **I. GENERAL GUIDANCE FOR PLANNING ACTIVITIES**

The Promoting Safe and Stable Families (PSSF) funding provides an opportunity for Indian Tribes to strengthen their child and family services. It provides additional and flexible funds for innovative services including the effective establishment of a continuum of services for children and families. Because the focus on family-based services and community linkages requires a vision for the delivery of child welfare services, planning is especially critical and is an allowable cost under the PSSF. The planning process should examine what is needed to make delivery of services responsive to the needs of individuals and to the context in which they are to be delivered. With appropriate community planning as a critical first step, each eligible Tribe has an opportunity to strengthen and better coordinate and integrate its service delivery system.

The planning process is made up of three major elements:

1. broad consultation, coordination, and involvement with a variety of individuals, organizations, and experts, particularly those with experience in administering programs for children and families, including family preservation and family support services, time-limited reunification services, and adoption support and promotion services and activities;
2. the gathering of data needed for planning, e.g., a needs assessment or other information collection process; and
3. the two above elements feeding into joint planning activities between representatives of ACF and the Indian Tribe leading to the development of a Tribal Plan.

## **1. Consultation and Coordination**

PSSF funds can be used by the Tribe to build on and strengthen current planning efforts or act as a catalyst for the development of a useful, new process. There are several purposes of consultation and coordination including: the assessment of family and tribal service needs, the identification of service overlaps and gaps, the identification of available resources (expertise, money, staff) that might help to meet needs; and the development of strategies for blending financing or simplified case management procedures across programs. All of these effect improved service delivery to children and families.

Consultation with partner agencies, organizations, and experts can help inform the tribe's efforts to design and implement services. Because these services cannot effectively address the needs of children and their families in isolation, the consultation and coordination should include the active involvement of major stakeholders including:

- Representatives of agencies and organizations (including national resource centers, foundations and other Indian Tribes and tribal organizations) with expertise in planning and implementing culturally relevant family support and family preservation services, time-limited family reunification services, and adoption promotion and support services, on behalf of tribal children and families.
- Parents (especially parents who are participating in or who have participated in PSSF services), other consumers, foster parents, extended family members, adoptive parents, and other potential users of services.
- Representatives of Federal and Federally funded service programs providing assistance to tribal families regardless of funding source or administration, e.g., the Indian Health Service, the Bureau of Indian Affairs, or a State or local child welfare or health agency. Such programs might include maternal and child health, foster care, substance abuse prevention and treatment, youth related programs, Head Start, domestic violence, housing, TANF, child care and development block grant, community services block grant, and nutrition programs.
- Representatives of Tribal Councils, other Tribal administrative bodies, and Tribal courts that deal with child and family matters.

## **2. Collection of data**

An essential component of the planning process is the collection of information on which to base service decisions and determine future goals. We strongly recommend that Indian Tribes conduct a thorough needs assessment using available data whenever possible.

The needs assessment should supplement the consultation and coordination activities by identifying the family support, family preservation, time-limited reunification and adoption promotion and support services, and other related services currently being provided; the resources and sources of funding; and gaps and deficiencies in services. It should also identify data on which to base decisions on what services will be provided under the CFS plan and who will get the services. Data to be collected might include demographic characteristics of children



and families; child abuse and neglect and infant mortality data; data on rates of foster care placements; and data on poverty, unemployment, homelessness, substance abuse, or teen pregnancy. A Tribe might also project what the future circumstances of families and children in the Tribe would be if nothing were done.

### **3. Joint planning**

Joint planning is an ongoing process of discussion, consultation, and negotiation which takes place between the representatives of the Indian Tribe and the ACF Regional Office representative for the purpose of developing a CFS plan. It also includes Federal technical assistance to Indian Tribes.

Through joint planning, Tribal and Federal staff, with appropriate consultation and participation of other stakeholders, discuss the key strategic decisions facing the Tribe (as identified from needs assessments, consultation, and other data available to the Tribe), such as:

- priorities for services and for target populations
- proposed goals and objectives;
- unmet needs, services gaps, and overlaps in funding;
- other funding resources available to provide the services needed;
- the Federal, State, and local organizations, foundations, and agencies with which the Indian Tribe can coordinate;
- ongoing plans to move toward the Tribe's goals by improving the service delivery system and ensuring a more efficient, comprehensive system of care for children and families; and
- methods for reviewing progress toward those goals.

Finally, joint planning also includes Federal guidance and technical assistance after the CFSP has been developed and approved. This is provided through follow-up review and discussion of progress in accomplishing the goals identified in the plan, and updating the plan as appropriate. Indian Tribes are encouraged to call the ACF Regional Office with questions and requests for clarification throughout the entire planning and plan approval process.

## **II. GUIDANCE FOR DEVELOPMENT OF THE CHILD AND FAMILY SERVICES PLAN (CFSP)**

The Children and Families Services Plan (CFSP) is the vehicle to articulate an Indian Tribe's vision for improved services for children and families, including family preservation and family support services, time-limited reunification services and adoption support and promotion services and activities. Development of the CFSP provides an opportunity to lay the groundwork for a system of coordinated, integrated, culturally relevant family-focused services. The plan must include a strategy for achieving the Tribe's vision for children and families, set goals, describe ways to measure progress towards those goals, and identify next steps toward a more comprehensive and integrated services system that responds to the needs of vulnerable families.

The services emphasized through the Promoting Safe and Stable Families programs should not be seen as isolated categorical programs, but as a part of a larger system of services helping to meet the needs of families. Among the elements that would ideally be part of the continuum,

depending on family needs, are family support and family preservation services; services to support reunification, adoption, kinship care, independent living, or other permanent living arrangements; child welfare services, including child abuse and neglect preventive and treatment services and foster care; and linkages to services that meet other needs, such as housing, employment, and health. Because new or expanded services are just one element needed to improve child welfare services, Tribes may choose to carry out changes in the ways services are delivered and in the systems that deliver them, in order to ensure that services are part of a comprehensive, coordinated service delivery system that draws heavily on community-based programs in its design and implementation.

The CFSP should be developed reflecting the service principles at 45 CFR 1355.25. Currently, a number of program models, approaches, and levels of services are in operation. ACF does not require nor endorse any specific program model for implementation. However, in joint planning activities with Federal staff, Tribes will have an opportunity to discuss the basis for their selection of program emphasis. The Tribe also must be able to show how the services to be provided are related to the Tribe's current title IV-B, subpart 1 (Child Welfare Services), if the tribe has such a program in effect.

Tribes should also keep in mind the requirements of the Adoption and Safe Families Act (ASFA) as they plan for the full continuum of child welfare services in the CFSP. The statute clarifies that, in providing services, "families" may include biological, adoptive, foster, and extended families. The term "children" includes youth and adolescents.

The initial baseline information should serve as a basis for the development of the Indian Tribe's CFSP vision, goals, objectives, funding, and service decisions. The information required in a CFSP, in the suggested order for inclusion, is outlined below. This outline is highly simplified, but may be useful in approaching the process:

- The name of the tribal organization (the recognized governing body of the Indian Tribe) applying for Promoting Safe and Stable Families funds and the tribal component that will administer the program. (If the Indian Tribe administers the child welfare services program under title IV-B, subpart 1, the same component of the Indian Tribe shall administer or supervise the administration of subpart 2.) Describe the organizational structure and function of the Tribal component responsible for the operation and administration of the CFSP, provide an organizational chart of that office, and a description of how that office relates to the Tribe and other offices within the Tribe's service area. (45 CFR 1357.15(f))
- A description of the consultation process and planning activities used in the development of the CFSP, including how others participated in the development of the application to provide services in FY 2003 and FY 2004. List contacts and describes outreach activities used to ensure that interested parties had an opportunity for active involvement in the planning process. (45 CFR 1357.15(l))
- Describe how the tribal organization coordinated the provision of services and benefits with representatives of Federal and Federally-assisted programs serving the same populations to develop a more comprehensive and integrated service delivery system. (45 CFR 1357.15 (d) and (l)(2&3))

- Report the base line information or the summary findings of the needs assessment and planning process. Include the method by which the assessment was conducted. Describe the nature and scope of any existing programs serving tribal families. Explain how the baseline information was used in developing the plan. (45 CFR 1357.15(k))
- Detail the vision statement, goals, and objectives of the plan. (45 CFR 1357.15(g-i))
- Describe any new services that will be provided. Include a description of the populations each of the programs will serve and the geographic areas in which each of the services will be provided. (45 CFR 1357.15(n))
- Describe how funds obtained under this program will link to other services to improve the likelihood that children and families will receive care appropriate to meet their multiple needs. (45 CFR 1357.15(o))
- Describe how the Tribe will continue to collaborate with its partners, how it will update the baseline information, and what measures of progress it will use to ascertain if it is meeting its goals. (45 CFR 1357.15(k)(3), (m) and (j))
- Describe how the tribe will make the CFSP available to interested parties. The Tribe must exchange a copy of the plan with the State agency. (45 CFR 1357.15(v))

In addition to the descriptions outlined in 45 CFR 1357.15, Tribes also must include in their CFSP:

- If applicable, describe services and activities that the Tribe currently provides or plans to provide in FY 2003/04 that support the strengthening of parental relationships and promotion of healthy marriages.
- A description of the Indian Tribe's plans with regard to the diligent recruitment of potential foster and adoptive families that reflects the ethnic and racial diversity of children in the Tribe for whom foster and adoptive homes are needed.
- A description of the Tribe's plan for the effective use of cross-jurisdictional resources to facilitate timely adoptive or permanent placements for waiting children.

### **III. Timeframes for the Annual Program and Services Review (APSR):**

An Annual Progress and Services Report (APSR) is normally required on June 30 of the fiscal year, however, due to the fact that the CFSP is due on June 30, 2003, the APSR or final report for FY 2003 and FY 2004 will be due June 30, 2004. Also at that time, a new five-year plan for FY 2005-2009 will be due. Thereafter, APSR reports will be due by June 30 of each succeeding fiscal year for the upcoming fiscal year.

## Attachment E

### Assurances

#### Title IV-B, subpart 2 Child and Family Services Plan

The assurances listed below are in 45 CFR 1357.15(c) and sections 422(b)(12) and 432(a)(9) of the Social Security Act. These assurances will remain in effect during the period of the CFSP.

- (1) The Indian Tribe assures that it will participate in any evaluations the Secretary of Health and Human Services may require.
- (2) The Indian Tribe assures that it will administer the CFSP in accordance with methods determined by the Secretary to be proper and efficient.
- (3) The Indian Tribe assures that it has a plan for the training and use of paid para-professional staff, with particular emphasis on the full-time or part-time employment of low-income persons, as community service aides; and a plan for the use of non-paid or partially-paid volunteers in providing services and in assisting any advisory committees established by the Tribe.
- (4) The Indian Tribe assures that standards and requirements imposed with respect to child care under title XX shall apply with respect to day care services, if provided under the CFSP, except insofar as eligibility for such services is involved.
- (5) The Tribe assures that, in administering and conducting service programs under this plan, the safety of the children to be served shall be of paramount concern.
- (6) The Tribe assures that plans will be developed for the effective use of cross-jurisdictional resources to facilitate timely adoptive or permanent placements for waiting children.

I hereby certify that the \_\_\_\_\_  
Tribe agrees to comply with the above assurances.

Certified by: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

ACF Regional Representative

Dated: \_\_\_\_\_

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