

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Child and Family Services Agency



**Child and Family Services Agency's Responses
Performance Oversight Hearing FY 2017 and FY 2018 (First Quarter)
Pre-Hearing Questions
Submitted to the Council of the District of Columbia, Committee on Human Services**

February 12, 2018

Agency Organization

- 1. Please provide a current organizational chart for CFSA. Please provide a narrative explanation of any organizational changes made during FY17 and to date in FY18.**

See Attachment Q1, CFSA Organizational Chart

- 2. With respect to employee evaluations, goals, responsibilities, and objectives in FY17 and to date in FY18, please describe:**
 - a. The process for establishing employee goals, responsibilities, and objectives.** CFSA uses the performance management standards in Chapter 14 of the District Personnel Regulations to establish employee performance plans for each fiscal year. The plans encompass competencies, S.M.A.R.T. goals, and individual development plans (IDPs), each geared toward aiding the direction and accomplishment of key functions and tasks assigned to the employee. In addition, the CFSA management team works collaboratively across program administrations to ensure that employee goals align with the organization's strategic goals and mandates under District law.
 - b. The steps taken to ensure that all CFSA employees are meeting individual job requirements.** Managers conduct supervision with direct reports to assess current performance. In these discussions, managers and employees review clinical/administrative practice. In addition, managers and staff identify opportunities for improved performance and prioritize key targets, initiatives, and goals.

- c. **The remedial actions taken for employees who failed to meet employee goals, responsibilities, and objectives.** If an employee demonstrates sub-optimal performance, managers address this by use of a Performance Improvement Plan (PIP). This performance management tool is designed to assist the employee in improving performance. The Agency can also offer training in the areas of identified deficiencies through CFSA, DCHR, Skillport, and external vendors. Human Resources and management can provide verbal counseling. Where the matter is not performance related (stress, drug and alcohol, domestic matters) employees are referred to the Employee Assistance Program (EAP).

Alternatively, management may also follow corrective and/or adverse action as deemed appropriate for conduct or performance-based deficiencies, under Chapter 16 of the District's Personnel Regulations.

3. Please list all reports (annual or otherwise) published by CFSA, citing statutory authority. Please highlight the report deadline as well as the date of actual submission by CFSA for FY17 and to date in FY18.

CFSA submits the following required reports annually to the D.C. Council. All reports reflect program activity for the previous year.

- *The Newborn Safe Haven Program Report* is due annually on January 31, as a result of the Newborn Safe Haven Act of 2010 (D.C. Law 18-158; D.C. Code § 4-1451.01 *et seq.*). The law requires an annual status report on the number of newborns in the District surrendered under the law within the year. The 2016 Report was transmitted to the D.C. Council on January 25, 2017. The 2017 Report was transmitted to the D.C. Council on January 18, 2018.
- *The Grandparent Caregivers Program Report* is due annually on February 28, under the Grandparent Caregivers Pilot Program Establishment Act of 2005 (D.C. Law 16-69; D.C. Code § 4-251.01 *et seq.*). The law requires an annual report that includes a statistical overview of the number of children and families receiving a monthly subsidy through the Grandparent Caregivers Program. The 2016 Report was transmitted to the D.C. Council on March 15, 2017. The 2017 Report was transmitted to the D.C. Council on January 29, 2018.

- *Child and Family Services Youth Ombudsman Annual Status Report* is due annually on February 28, under the Foster Youth Statement of Rights and Responsibilities Amendment Act of 2012 (D.C. Law 19-276; D.C. Code § 4–1303.71 *et seq.*) and the Foster Parents Statement of Rights and Responsibilities Amendment Act of 2016 (D.C. Law 21-217; D.C. Official Code § 4-1303.81 *et seq.*). The report reflects concerns reported by foster youth, foster parents, and concerned parties; outcomes of the investigations; and trends and issues. The 2016 Foster Youth Ombudsman Annual Status Report was expected to be transmitted to the D.C. Council on February 28, 2017. The 2017 Report is expected to be transmitted to the D.C. Council by February 28, 2018.
- *Child and Family Services Agency's Annual Public Report* is due annually on February 1, under the DC Adoption and Safe Families Act (ASFA) of 2000 (D.C. Law 13-136; D.C. Code § 4–1303.01 *et seq.*). CFSA is required to provide an annual public report (APR) to the Executive Office of the Mayor, the Council of the District of Columbia, and the general public. Each APR must describe the ongoing and specific actions CFSA has taken to implement the federal Adoption and Safe Families Amendment Act of 2000 (ASFA). The 2016 Report was transmitted to the D.C. Council on February 10, 2017. The 2017 Report is expected to be transmitted to the D.C. Council by February 28, 2018.

Spending

- 4. Please provide the amount budgeted and actually spent in FY17 and to date in FY18 for the agency and its programs and activities, broken out by source of funds, Comptroller Source, and Comptroller Object.**

See Attachments Q4, CFSA Budget and Expenditures FY2017 & FY2018

- 5. Have any spending pressures been identified for FY17? If so, please provide a detailed narrative of the spending pressure, including any steps that are being taken to minimize its impact of the budget.**

CFSA has not identified any spending pressures in FY2017.

Contracting and Procurement

- 6. Please list each contract, grant, and procurement (“contract”) awarded or entered into by CFSA during FY17 and FY18 to date. For each contract, please provide the following information, where applicable:**
- a. Name of the provider;**
 - b. Approved and actual budget;**
 - c. Funding source(s);**
 - d. Whether it was competitively bid or sole sourced;**
 - e. Purpose of the contract;**
 - f. The term of the contract;**
 - g. Contract deliverables;**
 - h. Contract outcomes;**
 - i. Any corrective action taken or technical assistance provided;**
 - j. Program and activity supported by the contract;**
 - k. Employee responsible for overseeing the contract; and**
 - l. Oversight/Monitoring plan for the contract.**

See Attachments Q6a, CFSA Contracts FY2017 & FY2018; Q6b, CFSA Grants FY2017 & FY2018; and Q6l, Contracts and Grants Oversight Monitoring Plan

- 7. Please provide the following information for all contract modifications made during FY17 and to date in FY18:**
- a. Name of the vendor;**
 - b. Purpose of the contract;**
 - c. Modification term;**
 - d. Modification cost, including budgeted amount and actual spent;**
 - e. Narrative explanation of the reason for the modification; and**
 - f. Funding source.**

See Attachments Q7, Contract Modifications FY2017 & FY2018

Child Protection Investigations and Differential Response

8. Regarding calls to the Child Abuse Hotline, please provide the following for FY17 and for FY18 to date:

a. Total number of Hotline calls received;

FY2017	25,032
FY2018	6,417

b. Total number of Hotline calls resulting in a referral for Family Assessment, by type of allegation (e.g. educational neglect, parental substance abuse, trafficking, etc.);

Family Assessments

Allegation Type	FY2017 Total FA Hotline Calls	FY2018 Total FA Hotline Calls
Caregiver discontinues or seeks to discontinue care	95	27
Caregiver incapacity (due to incarceration, hospitalization, or physical or mental incapacity)	219	44
Domestic Violence	467	131
Educational Neglect	1,164	263
Inadequate Housing	408	97
Inadequate Supervision	1,193	192
Medical abuse	2	0
Medical Neglect	305	82
Mental abuse	205	39
Neglect	547	154
No Allegations	1	0
Physical Abuse	876	239
Substance Abuse	171	194
Total FA Hotline Calls	3,899	957

c. Total number of Hotline calls concerning children who are wards of CFSA, by type of allegation;

Allegation Type	FY2017 Total Referrals	FY2018 Total Referrals
Caregiver incapacity (due to incarceration, hospitalization, or physical or mental incapacity)	2	0
Domestic Violence	3	2
Inadequate Housing	4	0
Inadequate Supervision	14	2
Medical Neglect	3	0
Mental abuse	5	1
Neglect	5	0
No Allegation	1	0
Physical Abuse	36	7
Sexual Abuse	12	2
Sexual exploitation of a child by a caregiver	0	1
Sexual exploitation/sex trafficking of a child (by a non-caregiver)	5	3
Substance Abuse	2	0
Substance use by a parent, caregiver, or guardian	1	2
Total¹	73	17

¹ This summary shows the count of "accepted" FAs and Investigations where a victim was in foster care on the referral date. The totals may not add up as a hotline call may have multiple allegations.

d. Total number of Hotline calls resulting in the opening of an investigation, broken down by type of allegation;

Allegation Type	FY2017 Total Investigation Hotline Calls	FY2018 Total Investigation Hotline Calls
Caregiver discontinues or seeks to discontinue care	265	48
Caregiver incapacity (due to incarceration, hospitalization, or physical or mental incapacity)	575	114
Child Fatality	27	4
Domestic Violence	525	128
Educational Neglect	405	64
Failure to protect against human sex trafficking	6	1
Imminent danger of being abused and another child in the home has been abused or is alleged to have been abused	6	2
Inadequate Housing	505	124
Inadequate Supervision	1,365	252
Medical abuse	12	3
Medical Neglect	348	93
Mental abuse	193	47
Neglect	550	133
Physical Abuse	1,771	435
Sexual abuse	742	192
Sexual exploitation of a child by a caregiver	12	6
Sexual exploitation/sex trafficking of a child (by a non-caregiver)	41	21
Substance Abuse	470	342
Total Investigation Hotline Calls²	4,273	1,057

² This summary shows the count of "accepted" investigations by allegation types. The totals may not add up as a hotline call may have multiple allegations.

- e. **Total number of Hotline calls resulting in the agency providing information and referral; and**

FY2017	759
FY2018	184

- f. **Total number of Hotline calls screened out.**

FY2017	7,290
FY2018	1,710

9. **Please provide a detailed update regarding the Agency's implementation of its Differential Response system (Family Assessment Unit), including:**

- a. **The number of Family Assessment Units that are currently operational, the number of Investigation Units that are currently operational, and how many staff are within each unit;**

Administration Unit	Total # of Units	Social worker FTEs	Supervisory social worker FTEs
CPS – Family Assessment	10	48	10
CPS – Investigations	15	59	15

- b. **The services and interventions available to families who have been referred for Family Assessment and a list of vendors who directly provide these services and interventions;**

Service Providers for Family Assessment	
Agency	<ul style="list-style-type: none">● Department of Behavioral Health● Department of Human Services
Collaborative	<ul style="list-style-type: none">● Columbia Heights/Shaw● East River● Edgewood/Brookland● Far Southeast● Georgia Avenue

The Healthy Families/Thriving Communities Collaboratives have worked in partnership with District child welfare to serve families in need throughout the city. CFSA has a long history of partnering with the Collaboratives to help families before they get involved with child welfare and to jointly serve some families involved with CFSA. The services offered include the following: Essential Core Services: Information & Referral, Educational Workshops, Support Groups, Mentoring, Whole Family Enrichment, Respite and Tutoring and Emergency Flex Fund Assistance; Additional services offered are: Housing supports, employment support, family decision making, transportation and legal assistance.

The Department of Human Services provides an array of services to families involved with CFSA such as: access to child care services, emergency shelter assistance, Temporary Assistance for Needy Families (TANF) and Supplemental Nutrition Assistance Program (SNAP).

The Department of Behavioral Health partners with CFSA to link families to a Core Service Agency to provide mental health services such as: Access Helpline, Emergency Psychiatric Services, Trauma Systems Therapy (TST), Functional Family Therapy (FFT) and Parent Child Interaction Therapy (PCIT)

- c. **For each specific service listed in (b), above, the number of families referred for services in FY17 and in FY18 to date.** The figure below provides service linkages to external service providers. This data does not fully capture service linkages that are made during the assessment phase whereby parents are provided service options to individually follow up on. Per our practice we coach parents to be self-sufficient and resilient in accessing services and supports on their own. When this occurs CFSA may be unable to accurately track services parents may access prior to the closing the family assessment and official transfer to the Collaboratives.

FY2017 Family Assessments	Collaborative / Agency Name	FA Families Referred
Service Linkage - Agency	D.C. Department of Behavioral Health	1
	D.C. Department of Human Services	56
	District of Columbia Public Schools	1
	Subtotal	58
Service Linkage – Collaborative	Columbia Heights/Shaw	12
	East River	69
	Edgewood/Brookland	51
	Far Southeast	68
	Georgia Avenue/Rock Creek	26
	Subtotal	226
Service Linkage-Other	Subtotal	42
Total FA Families Referred		326

FY2018 Family Assessments	Collaborative / Agency Name	FA Families Referred
Service Linkage - Agency	D.C. Department of Behavioral Health	2
	D.C. Department of Human Services	3
	Subtotal	5
Service Linkage – Collaborative	Columbia Heights/Shaw	1
	East River	10
	Edgewood/Brookland	7
	Far Southeast	12
	Georgia Avenue/Rock Creek	3
	Subtotal	33
Service Linkage-Other	Subtotal	10
Total FA Families Referred		48

- d. For each specific service listed in (b), above, the number of families served in FY17 and in FY18 to date;

FY2017 (May 15, 2017 – Sep 30, 2017)	Administration	Total Served
	CPS – Family Assessment	226

FY2018 (Oct 1, 2017 – Dec 31, 2017)	Administration	Total Served
	CPS – Family Assessment	81

- e. The total number of families and the total number of children who CFSA referred to its Family Assessment Units in FY17 and in FY18 to date, broken down by type of allegation;

FY2017 Family Assessments		
Allegation Type	Total Accepted FA Hotline Calls	Total Children
Caregiver discontinues or seeks to discontinue care	95	110
Caregiver incapacity (due to incarceration, hospitalization, or physical or mental incapacity)	219	320
Domestic Violence	467	760
Educational Neglect	1,164	1,301
Inadequate Housing	408	720
Inadequate Supervision	1,193	1,854
Medical abuse	2	2
Medical Neglect	305	357
Mental abuse	205	280
Neglect	547	884
No Allegations	1	0
Physical Abuse	876	1,017
Substance Abuse	171	222
Total Accepted FA Hotline Calls	3,899	5,237

FY2018 Family Assessments		
Allegation Type	Total Accepted FA Hotline Calls	Total Children
Caregiver discontinues or seeks to discontinue care	27	29
Caregiver incapacity (due to incarceration, hospitalization, or physical or mental incapacity)	44	60
Domestic Violence	131	216
Educational Neglect	263	293
Inadequate Housing	97	173
Inadequate Supervision	192	307
Medical Neglect	82	90
Mental abuse	39	47
Neglect	154	261
Physical Abuse	239	260
Substance Abuse	194	272
Total Accepted FA Hotline Calls	957	1,335

- f. **The total number of families and the total number of children referred for Family Assessment whose cases CFSA converted to investigations and referred to Investigation Units in FY17 and in FY18 to date, broken down by type of allegation. How many of these families were substantiated for neglect? How many families ultimately had children removed?**

Fiscal Year	# of FA's Converted to Investigations*	# of Investigations	Total Children	# of Substantiated Neglect Investigations	# of Substantiated Neglect Investigations with Removals
FY2017	395	388	577	109	17
FY2018	66	65	100	13	3

Fiscal Year	Allegation Type				
	Abuse	Child Fatality	Neglect	Sexual Abuse	Total
FY2017	106	1	238	43	388
FY2018	21	0	39	5	65

- g. Of the families referred for Family Assessment in each FY above, the number who were subsequently referred for investigation. How many of these families were substantiated for neglect? How many of these families ultimately had children removed?

Family Assessment Closed during October 2016 - March 2017 (six months)			Subsequent Investigations		
Referral Type	FA Closure Reasons	Total Referrals	# of subsequent Investigations	# of Substantiated Neglect referrals	# of families had children removed
FA	Connect to an Existing Case	2	0	0	0
	Did not meet standards	121	9	0	0
	Family declined services	104	18	4	0
	No service needs identified	699	36	9	3
	Open a New Case	3	1	0	0
	Out of Jurisdiction	120	3	1	0
	Pre-existing Services	220	40	10	0
	Service Linkage - Agency	19	3	0	0
	Service Linkage – Collaborative	72	10	6	1
	Service Linkage - Other	20	3	0	0
	Unable to locate	12	0	0	0
Total Unique		1,392	119	30	4

- h. The number of Family Assessment cases closed in FY17 and in FY18 to date, by reason for closure (e.g. case objective achieved, family refused services, etc.); and

Fiscal Year	Category	FA Closure Reason	Total FA Calls
FY2017	Closed	Connect to an Existing Case	8
		Did not meet standards	275
		Family declined services	257
		Link to Open Family Assessment	38
		No service needs identified	1,709
		Open a New Case	3
		Open CPS Referral	395
		Out of Jurisdiction	279
		Pre-existing Services	570
		Service Linkage – Agency	58
		Service Linkage – Collaborative	227
		Service Linkage – Other	42
		Unable to locate	34
		Subtotal	3,895
	Open	Subtotal	4
	Total		3,899
FY2018	Closed	Connect to an Existing Case	1
		Did not meet standards	17
		Family declined services	87
		Link to Open Family Assessment	9
		No service needs identified	282
		Open CPS Referral	66
		Out of Jurisdiction	50
		Pre-existing Services	113
		Service Linkage	63
		Unable to locate	6
		Subtotal	694
	Open	Subtotal	263
	Total		957

- i. **Please provide any evaluations or assessments that have been conducted regarding the differential response. Please describe what efforts the agency is making to assess the effectiveness of differential response; including the timelines for any evaluation(s), the methods that will be used, and an explanation of the types of data that will be collected as part of the evaluation process.**

See Attachment Q9(i), CFSA Family Assessment Pathway: Assessment, Action Steps and Future Plans

Entry Services will continue to monitor the effectiveness of this model in partnership with the QA Division as follows:

CFSA plans to initiate a case review of Family Assessment (FA) cases in Entry Services (ES) with the objective of assessing the quality of practice. CFSA will use the findings to identify strengths and areas for improvement with emphasis on assessing data collection, timeliness, and decision-making to achieve child or youth safety.

Sampling Methodology Review Process: CFSA will conduct this review of closed FA cases quarterly, beginning in May 2018, by reviewing cases closed between January and March 2018. In August 2018, CFSA will conduct a review of FA cases closed between April and June 2018. In November 2018, CFSA will conduct a review of July through September 2018 closed FA cases.

10. Please provide a detailed update regarding the Agency's in-home cases:

- a. **The number of staff currently serving in-home cases;** A total of 46 social workers, 10 family support workers, 10 supervisory social workers, two program managers and one administrator serve in-home cases.
- b. **The services and interventions available to families who have in-home cases and a list of vendors who directly provide these services and interventions;** See the Services and Interventions table below.
- c. **For each specific service listed in (b), above, the number of families referred for services in FY17 and in FY18 to date;**

FY2017	499
FY2018	136

Note: Total number of unique cases closed that were assigned to In-Home & Reunification Services Divisions

Services and Interventions			
Services/Interventions	Provider/Vendor	FY2017 Number of Families Referred	FY2018 ³ Number of Families Referred
HOMEBUILDERS [®]	Catholic Charities Progressive Life Center	78 ⁴	N/A
Project Connect	Catholic Charities Progressive Life Center	75	11
Parent Education & Support Services	Collaborative Solutions for Communities East River Family Strengthening Collaborative	64	31
Parent & Adolescent Support Services	DC Department of Human Services (DHS)	84	14
Family Peer Coaches	DC Department of Behavioral Health (DBH)	27	10
Mobile Stabilization Services (MSS)	Catholic Charities	156	39
Legal Services	Neighborhood Legal Services	90	31
Total		574	136

³ Data provided is for the first quarter of FY2018 (October – December 2017).

⁴ HOMEBUILDERS[®] services were no longer offered to families as of May 2017.

- d. The total number of families with new in-home cases in FY17 and in FY18 to date, by type of allegation;

Fiscal Year	Abuse	Child Fatality	Neglect	Sexual Abuse	No Allegation Specified	Total In-Home Cases
FY2017	103	2	168	25	5	296
FY2018	19	0	41	9	3	72

- e. The number of in-home cases closed in FY17 and in FY18 to date, broken down by reason for closure; See table below.

Closure Reason	FY2017	FY2018
Cannot locate	1	0
Child aged out	6	0
Child welfare services not needed	227	68
Client's failure to cooperate	8	1
Client's request	28	0
Completion of treatment plan	144	47
Court action	5	0
Death of client	1	0
Duplicate case	1	0
Moved out of state	29	9
Other	25	7
Services not available	0	1
Services to be given by others	30	3
Total Cases Closed	505	136

- f. **Please provide any evaluations or assessments that have been conducted to assess the effectiveness of its efforts with families with in-home cases. Please describe what efforts the agency is making to assess the effectiveness of its efforts with families with in-home cases; including the timelines for any evaluation(s), the methods that will be used, and an explanation of the types of data that will be collected as part of the evaluation process.** CFSA uses the Quality Service Review (QSR) process to assess the effectiveness of practice with families receiving either in-home or out-of-home services. The QSR is a case-based qualitative review process that requires interviews with all the key people familiar with the child and/or family whose case is under review. Using a structured protocol, trained QSR reviewers synthesize the information gathered and rate how well the child is functioning and how well the system is performing to support the child, family, and foster family (as applicable). Reviewers provide direct feedback to social workers and supervisors as well as a written summary of findings.

Using the protocol, all cases are given an overall rating for practice performance. In FY2017, 40 in-home cases were randomly selected to participate in the QSR process. A total of 55 in-home cases have been randomly selected to participate in the QSR process in FY2018 between February and May.

Community Partnerships has recently established our enhanced Frontline Practice Continuous Quality Improvement (CQI) plan to help evaluate performance, make ongoing decisions and analyze clinical practice with in-home cases. These processes include: Case Plan Reviews, One Year Plus Case Reviews, Supervisory Log Reviews, and Case Presentations. These strategies have either just been implemented or will be in the coming months next months. The data, information and results will be used to affect positive changes in policy, process, and case practice. The initial analysis of information obtained from these CQI processes will begin in FY2018 Q3, with the first report on these new processes available next year.

11. Regarding CPS, please provide the following for FY17 and FY18 to date:

- a. **The number of CPS investigations for child abuse and neglect by ward;**

Fiscal Year	1	2	3	4	5	6	7	8	No Ward
FY2017	215	34	31	270	455	295	894	1189	713
FY2018	39	5	6	44	73	58	135	204	116

b. The number of investigations substantiated by ward;

Fiscal Year	1	2	3	4	5	6	7	8	No Ward
FY2017	49	10	2	65	134	80	233	341	169
FY2018	11	1	2	7	25	16	33	44	25

c. The number of investigations that were not substantiated by ward;

Fiscal Year	1	2	3	4	5	6	7	8	No Ward
FY2017	166	24	29	205	321	215	661	848	544
FY2018	28	4	4	37	48	42	102	160	91

d. Identify the top ten factors that led to an investigation being substantiated;

FY2017	
Maltreatment Type	# of Substantiated Investigations
Inadequate supervision	240
Physical abuse	211
Educational neglect	204
Exposure to domestic violence in the home	179
Caregiver incapacity (due to incarceration, hospitalization, or physical or mental incapacity)	172
Medical neglect	87
Exposure to unsafe living conditions	60
Unable or unwilling legal caregiver	50
Positive toxicology of a newborn	40
Sexual abuse	39

FY2018	
Maltreatment Type	# of Substantiated Investigations
Inadequate supervision	35
Physical abuse	27
Caregiver incapacity (due to incarceration, hospitalization, or physical or mental incapacity)	25
Substance use by a parent, caregiver, or guardian	20
Exposure to domestic violence in the home	19
Educational neglect	17
Medical neglect	17
Exposure to unsafe living conditions	16
Positive toxicology of a newborn	6
Sexual abuse	6
Sexual exploitation/sex trafficking of a child (by a non-caregiver)	6

e. The current number of open investigations by ward;

Fiscal Year	Ward of Origin								Total Investigations
	1	2	3	4	5	6	7	8	
FY2017	19	3	5	29	41	35	81	96	54
FY2018	18	1	2	25	44	28	69	104	60

f. The total number of backlogged investigations by ward;

Fiscal Year	Ward of Origin								Total Investigations
	1	2	3	4	5	6	7	8	
FY2018	2	0	0	1	7	1	5	8	29

- g. For the backlogged investigations, the length of time each has remained open, and the reasons for the backlog;

Backlog Reason	Length of Time		Total
	36-60 Days	61+ Days	
Child fatality	1	0	1
Delay in receipt of critical information	1	1	2
Links	2	0	2
Unable to contact client	1	0	1
Uncooperative client	2	2	4
Subtotal	7	3	10
N/A	6	0	6
Subtotal	13	3	16

- h. The number of children being removed by ward;

Fiscal Year	Ward of Origin									Total Children Removed
	1	2	3	4	5	6	7	8	No Ward	
FY2017	12	3	0	13	36	14	61	63	52	252
FY2018	1	0	0	1	9	1	5	6	5	28

- i. The total number of FTEs allocated for CPS;

FY2017	186
FY2018	199

The difference in total number of FTE's allocated for CPS was due to the creation of a new unit of social workers and a supervisory social worker to lead the unit within the Family Assessment division. Additionally CPS absorbed the Diligent Search Unit from Program Operations containing seven FTEs as well. With the addition of the Diligent Search Unit, CPS created a new division called the CPS-Hotline and Support Services Unit which also encompasses part of CPS-Family Assessment and CPS-Investigations.

- j. **The total number of workers assigned to the CPS;**

FY2017	104
FY2018	109

- k. **The total number of vacancies in CPS; and**

FY2017	5
FY2018	9

- l. **The number of vacancies the agency plans to fill and the plan for filling these vacancies.** CFSA plans to fill all vacant positions for CPS in April 2018.

Out of the nine vacant positions, six are already filled:

- Administrator (will be filled February 2018)
- Social Work Program Manager (will be filled March 2018)
- Supervisory Social Worker (will be filled March 2018)
- Three Social Workers: Family Assessment (will be filled March 2018)
- Two Social Workers: Differential Response Division –Family Assessment and Investigations (currently interviewing)

12. Regarding caseload requirements under *LaShawn A. v. Bowser*

- a. **What is the required investigation/caseload for Investigations Workers? For On-going Workers?** The *LaShawn* Implementation and Exit Plan comprises the following caseload standards: 12 investigations per investigator and 15 cases per ongoing social worker. The exit standard provides that 90 percent of investigators and social workers will have caseloads that meet these caseload requirements, that no individual investigator shall have a caseload greater than 15 investigations and no individual ongoing social worker shall have a caseload greater than 18 cases.
- b. **Please provide for FY17 and FY18 to date (organized by the unit each worker is assigned):**
- The average current caseload per Investigation Worker and On-going worker;**
 - The total number of instances (this could be multiple times in a year per worker) that the caseload has been above the required number; and**
 - The average length of time caseloads exceeded the required number.**

See Attachment Q12, Caseload requirements under LaShawn A. v. Bowser

- c. For each of the units (e.g. FY17 Intake & Investigation Caseload, FY17, Family and Assessment Caseload, FY18 Ongoing Caseload, etc.), please provide the following information for the four (4) instances of workers with the highest caseloads (only provide information for instances in which the caseload exceeds the required caseload number):
- iv. The caseload of the worker; and
 - v. The length of time that the caseload exceeded the required number.

See Attachment Q12, Caseload requirements under LaShawn A. v. Bowser

13. In FY17 and in FY18 to date, how many child protection reports has the Agency received alleging educational neglect of youth in CFSA custody and not in CFSA custody? Please break down the response for reports involving (i) children with 0-9 cumulative unexcused absences, (ii) children with 10-19 cumulative unexcused absences, (iii) children with 20-25 cumulative unexcused absences; and (iv) 26 or more cumulative unexcused absences.

School Year	Children in Foster Care with a Report of Educational Neglect
SY2016-2017	8
SY2017-2018	2

School Year	Status	Referral Status	Referral Type	Cumulative Unexcused Absences					
				0 - 9	10 - 19	20 - 25	26 or more	Not Recorded	Total*
SY2016 - 2017 (Aug 1, 2016 – July 31, 2017)	CFSA Custody	Screened Out	Screened Out	0	0	0	0	8	8
		Subtotal							8
	Not in CFSA Custody	Accepted	Investigations	37	159	25	38	149	292
			Family Assessments	45	739	128	106	390	1,095
		Screened Out	Screened Out	6	6	1	4	2,071	2,087
		Subtotal							3,474
	Total							3,482	
SY2017 - 2018 (Aug1, 2017 – Dec 31, 2017)	CFSA Custody	Screened Out	Screened Out	0	0	0	0	2	2
		Subtotal							2
	Not in CFSA Custody	Accepted	Investigations	10	12	2	1	34	50
			Family Assessments	17	214	30	12	93	306
		Screened Out	Screened Out	6	4	0	1	209	219
		Subtotal							575
	Total							577	

- a. How many of these reports were substantiated? Please break down the answer by the categories (i), (ii), (iii) and (iv) listed above.

School Year	Substantiated Reports by Cumulative Unexcused Absences					
	0 - 9	10 - 19	20 - 25	26 or more	Not Recorded	Total*
SY2016 - 2017 (Aug 1, 2016 - July 31, 2017)	30	88	23	40	24	179
SY2017 - 2018 (Aug 1, 2017 - Dec 31, 2017)	1	6	2	1	9	19

- b. Of the reports that were substantiated, how many led to a child's removal into foster care? Please break down the answer by the categories (i), (ii), (iii) and (iv) listed above.

School Year	Substantiated Reports with Removal by Cumulative Unexcused Absences											
	0 - 9		10 - 19		20 - 25		26 or more		Not Recorded		Total	
	Investigations	Children	Investigations	Children	Investigations	Children	Investigations	Children	Investigations	Children	Investigations	Children
SY2016-2017 (Aug 1, 2016- July 31, 2017)	3	3	4	5	2	3	3	3	0	0	10	14
SY2017-2018 (Aug 1, 2017- Dec 31, 2017)	0	0	0	0	0	0	0	0	0	0	0	0

- c. **How many reports were received from DCPS? From charter schools? Please provide the number of reports attributable to each LEA.**

School Year	School Type	
	DCPS	DCPCS
SY2016 - 2017 (Aug 1, 2016 - July 31, 2017)	2,027	1,210
SY2017 - 2018 (Aug 1, 2017 - Dec 31, 2017)	328	156

14. Regarding the Cross-Connect Program for families served by multiple agencies among CFSA, DHS, and DBH:

- a. **How many children and how many families are currently being served by Cross-Connect?** Cross-Connect is currently serving 46 families with 135 children.
- b. **How many children and how many families were served by Cross-Connect in FY17? FY18 to date?**

Fiscal Year	Children	Families
FY2017	150	45
FY2018	135	46

- c. **How many children and families were eligible for the Cross-Connect Program in FY2017?** A total of 268 unique families were eligible based on previous criteria for the program.
- d. **Provide an update of the FY17 outcomes of the Cross-Connect Program.** CFSA does not currently have concrete data for FY2017 outcomes as a result of the termination of the Cross-Connect Program evaluators' contract which has impacted CFSA's ability to report overall outcomes. CFSA developed a training plan to ensure that each agency's social workers and case workers were responsible for coordination and teaming of DC Cross Connect moving forward. The team continues to meet on a regular basis to further develop measurable outcomes for each agency and accurately track families involved.

15. How many children did CFSA remove, by age and reason for removal, in FY17? In FY18 to date?

Age⁵	FY2017	FY2018
<1 Year	60	14
1	31	8
2	20	6
3	21	8
4	12	5
5	16	3
6	18	3
7	13	6
8	16	1
9	10	5
10	16	2
11	11	1
12	12	4
13	15	3
14	18	2
15	27	2
16	25	1
17	5	6
Total Removals	346	80

⁵ Age is calculated as of the entry date.

Removal Reason	FY2017	FY2018
Abandonment	4	3
Alcohol Abuse (Parent)	13	6
Caretaker ILL/ Unable to Cope	9	4
Child's Behavior Problem	3	4
Child's Disability	0	2
Death of Parent(s)	7	1
Drug Abuse (Child)	1	0
Drug Abuse (Parent)	37	11
Inadequate Housing	13	0
Incarceration of Parent(s)	16	3
Neglect (Alleged/Reported)	244	64
Physical Abuse (Alleged/Reported)	75	7
Relinquishment	4	0
Sexual Abuse (Alleged/Reported)	6	1
Voluntary	5	1
Total⁶	346	80

- a. **How many of these children had a family team meeting held before removal?**

FY2017	51
FY2018	8

- b. **How many of these children had a family team meeting held within 72 hours of removal?**

FY2017	100
FY2018	24

⁶ The totals may not add up because a child may have multiple removal reasons.

- c. **How many of these children had a non-custodial parent identified prior to removal?** CFSA does not currently track this data. However, in the case of all removals, CFSA requests the name and contact information of all non-custodial parents and submits a mandatory referral to our Diligent Search Unit requesting information on all respective parents/kin.
- d. **How many of these children had kinship resources identified prior to removal?** CFSA does not currently track this data. However, in the case of all removals, CFSA requests the name and contact information of all non-custodial parents and submits a mandatory referral to our Diligent Search Unit requesting information on all respective parents/kin.
- e. **How many of these children were removed after CFSA received just one hotline call regarding the child? After 2-3 calls? After 4-5 calls? After more than 5 calls?**

Hotline Calls	FY2017	FY2018
0	39	5
1	139	39
2 – 3	123	24
4 – 5	35	7
6+	10	5
Total # of Removals	346	80

- f. **How many of these children were removed after participating in Family Assessment?**

FY2017	71
FY2018	11

- g. **How many pre-removal family team meetings were held in FY17? In FY18 to date?** See response to question 15a.
- h. **How many of these children were placed in emergency or short-term placements in FY17? FY18 to date?**

FY2017	28
FY2018	5

16. How many neglect petitions did CFSA file in Family Court in FY17? FY18 to date?

The Office of the Attorney General files neglect petitions on behalf of CFSA.

FY2017	304
FY2018	93

- a. **How many of the children subject to those petitions were removed by CFSA prior to the filing of those petitions?**

FY2017	230 ⁷
FY2018	67 ⁸

- b. **How many of the children subject to those petitions were community papered?**

Community Papered⁹	
FY2017	71
FY2018	24

⁷ Three children with petitions filed in FY2017 were unaccompanied refugee minors. Therefore, they were not removed by CFSA prior to the filing of the petition.

⁸ Two children with petitions filed in FY2018 were unaccompanied refugee minors. Therefore, they were not removed by CFSA prior to the filing of the petition.

⁹ Community papering occurs when CFSA seeks court intervention, and OAG determines there is a legal basis to file a petition, but an emergency removal has not occurred. The child(ren) remains in the home at the time of petitioning as it has been determined that the children are not in imminent danger.

- c. **What, if any, data does CFSA collect on outcomes for children whose cases are no-papered?** In FY2017, 32 children (from 25 families) were no-papered. For these families, CFSA tracks whether there are any further referrals to the hotline and findings of those referrals and whether there are any further removals and/or open cases.

Of the 32 children, a total of 18 (14 families) had an open case with CFSA following the no-paper decision. One child was later removed and has an open out-of-home case. For 17 children (13 families), the case was an in-home case, and for nine children (six families) the case remains open. For eight children (seven families), the case is now closed.

For 12 children (10 families), there have not been any further calls to the hotline, removals, or open cases.

In FY2018 to date, nine children (seven families) were no-papered. For two children (two families), there has been one additional call to the hotline that was screened out at the hotline. For four children (four families), an in-home case was opened as a result of the initial referral. Three of these cases continue to be open. One case was closed after the biological mother was located and the child was released to the mother's care after a courtesy visit was completed at the mother's home. For five children (three families), there were no further calls to the hotline, removals, or open cases.

- d. **What, if any, data does CFSA collect on outcomes for children where the allegations do not result in removal or court involvement?** A screened-in allegation results in either an investigation or a Family Assessment. In the event that the investigation or assessment does not result in removal or court involvement, the family may be referred to their local community Collaborative for services or to the CFSA Community Partnerships Administration for in-home services. In each instance (open in-home case or family involvement with a Collaborative), CFSA tracks or receives information about outcomes.

17. Regarding Early Interventions for At-Risk Newborns, please provide an update on the Agency's policies for newborns with positive toxicology results.

- a. Total number of Hotline calls received regarding newborn toxicology in FY17 and FY18 to date;**
- b. The number of calls that resulted in (i) no in-person follow-up; (ii) an in-home wellness visit; (iii) an investigation;**
- c. The most prevalent reasons for in-home visits and full investigations;**
- d. Total number of Hotline calls resulting in the agency providing information and referral;**
- e. The number of these Hotline calls that resulted in removal.**

Effective June 1, 2017, CFSA's new procedure for At-Risk Newborns requires that all positive toxicology reports for newborns are screened in for assignment for an investigation or family assessment.

Regardless of the pathway, all reports require a referral to the CFSA Office of Well Being for intervention by the CFSA nursing staff; development of an intervention plan; completion of home visits to ensure a safe environment; establishing contact with the parent, caregivers, siblings, and other household members to assess safety and risk; and the submission of other referrals as needed.

CFSA has developed a response protocol regarding all positive toxicology referrals that are screened in regardless of pathway. All newborn positive toxicology referrals are required to have a Plan of Safe Care in accordance with the federal Comprehensive Addiction and Recovery Act (CARA). The Plan of Safe Care includes provision of services and supports that address the infant's and affected caregiver's physical and social-emotional health and safety needs. The Plan of Safe Care is documented in the Intervention Plan which is required for all family assessments or investigations that involve positive toxicology reports.

a. Total Number of Hotline Calls Received Regarding Newborn Toxicology in FY2017 and FY2018	b. The Number of Calls that Resulted in (i) No In-Person Follow-Up; (ii) An In-Home Wellness Visit; (iii) An Investigation	c. The Most Prevalent Reasons for In-Home Visits and Full Investigations	d. Total Number of Hotline Calls Resulting in the Agency Providing Information and Referral	e. The Number of These Hotline Calls that Resulted in Removal
152	(i) 10 ¹⁰ (ii) Protocol Requires Submission of Nurse Referral for All Calls (iii) 35	New Positive Toxicology Protocol	0	2

Note: Data above are from June 1, 2017 to January 31, 2018.

¹⁰ Of the 152 positive toxicology cases all but 10 had an in-home visit for the following reasons: 1) 3 - never went home, were adopted from the hospital; 2) 5- out of jurisdiction, referral made to the CPS in the appropriate MD. Jurisdiction; 3) 1-unable to locate; numerous attempts with DSU assistance, possibly in Virginia; 4) 1-remained in hospital NICU – medically fragile

18. In FY17 and FY18 to date, how many of the children with a substantiated report of child abuse or neglect had their investigation resolved through a safety plan to live with relatives (i.e., not removed/placed in foster care)?

- a. For the youth identified above, how many were returned to the parent within three months, six months, and one year after the safety plan was signed?
- b. Were those returns consistent with the requirements of the safety plan, e.g., was the child safely returned?
- c. For how many of the youth identified above was there a hotline call within three months, six months, and one year after the safety plan was signed?
- d. For how many of the youth identified in (c) above was the hotline report screened in? Please break down by Family Assessment and investigation.
- e. For those investigated, how many resulted in a substantiated finding of abuse or neglect?

When relatives step forward and prevent a child from entering the child welfare system, that child is safe with willing/able caretakers, and the need for CFSA intervention comes to an end. CFSA does not track children who are successfully diverted from the system.

Health and Mental Health Care

19. Provide the following information regarding medical and dental screenings for children entering foster care or are wards of CFSA:

- a. The number and percentage of children who entered foster care in FY17 that received health screenings prior to placement. In FY18 to date;

Fiscal Year	# of Children Entering Care	# of Youth Requiring Health Screening Prior to Placement¹¹	# and % of Youth Receiving a Health Pre-Placement Screening
FY2017	346	307	298 (97%)
FY2018	80	71	66 (93%)

¹¹ Children who are hospitalized do not require a screening prior to placement; they are medically cleared by the hospital attending physician upon discharge.

- b. The number and percentage of children who entered foster care in FY17 that received medical and dental evaluations within 30 days of placement. In FY18 to date;**

Fiscal Year	# of Children Entering Care	# of Youth Requiring Medical Evaluation within 30 days of Placement	# and % of Youth Receiving a Medical Evaluation within 30 days of Placement
FY2017	346	278	252 (91%)
FY2018	80	59	47 (80%) ¹²

Fiscal Year	# of Children Entering Care	# of Youth Requiring Dental Evaluation within 30 days of Placement	# and % of Youth Receiving a Dental Evaluation within 30 days of Placement
FY2017	346	221	51 (23%)
FY2018	80	36	17 (47%)

- c. The number and percentage of children who were in foster care in FY17 that received health screenings within one year of their most recent screening.**
CFSA tracks the number and percentage of children in foster care who receive health screenings before placement (see 19a). For ongoing medical evaluations, children with significant medical needs are referred to the Nurse Care Management Program (NCMP), based on medical necessity criteria via the Healthy Horizons Assessment Center or by team members identifying a need for intensive medical case management services. For children/youth not eligible for the NCMP, the assigned social worker takes the lead in coordinating routine medical care for the child/youth, in cooperation with the resource parent and with consultation from Healthy Horizons as needed.
- d. The number and percentage of children who were in foster care in FY17 that received at least one medical evaluation with a physician every 132 days.**
See response to question 19c.
- e. The number and percentage of children who were in foster care in FY17 that received at least one dental evaluation with a dentist every 132 days.** CFSA tracks the number and percentage of children in foster care who receive dental evaluations commencing from 30 days after entry through 90 days after entry into care. For ongoing dental needs, the assigned social worker takes the lead in coordinating all routine dental care in partnership with resource parents.

¹² The FY2018 first quarter performance is currently below FY2017 as all outcome measures have not been counted and reconciled.

20. Provide the following information regarding medication management for children who were in foster care in FY17:

- a. The number and percentages of children who had a valid prescription for any type of medication in FY17.** CFSA does not aggregate data on prescriptions.
- b. The number and percentage of children who had at least one medication management appointment in FY17.** CFSA is working with the D.C. Department of Behavioral Health to strengthen data sharing on medication management for children accessing this service through a CSA. The CFSA social worker is the lead on coordinating medication management appointments in partnership with the resource parent and can access additional support from nurse care managers/clinicians in the Office of Well Being.

21. For FY17 and FY18 to date:

- a. How many medically fragile and developmentally delayed children and youth have entered care?** In FY2017, four children/youth met the criteria for a diagnosis of being medically fragile, and two children/youth met the criteria for a diagnosis of developmental delay. In FY2018, two children/youth met the criteria for a medically fragile diagnosis. Two children/youth met the criteria for developmental delays.
- b. How many medically fragile and developmentally delayed children and youth have been identified in in-home case?**

FY2017	82
FY2018	67

22. Regarding screening and referral of youth age birth to three involved in substantiated cases of abuse and neglect for IDEA Part C/Strong Start/DC Early Intervention Program:

- a. How many children age birth to three were involved in substantiated cases of abuse and neglect?**

FY2017	479
FY2018	83

- b. How many of these children did not enter foster care?

FY2017	372
FY2018	66

- c. How many of these children age birth to three not entering foster care were screened for developmental delays and using what instrument?

Screenings for developmental delays are voluntary and require consent from a caregiver.

Fiscal Year	children screened	children screened using Ages and Stages Questionnaire
FY2017	372	47
FY2018	66	6

- d. How many of these children were referred to Strong Start/DC Early Intervention Program (DC's IDEA Part C program)?

Fiscal Year	children screened	children screened and referred to Strong Start
FY2017	47	15
FY2018	6	1

23. Please provide the following information regarding mental health services for children in foster care:

- a. CFSA uses a quarterly tracking report reflecting the timeliness of service inception following a documented referral for services. Please provide all quarterly reports for each Choice Provider for the entirety of FY17 and all reports completed thus far in FY18.**

CFSA REFERRALS FOR MENTAL HEALTH DIAGNOSTIC ASSESSMENT AND AVERAGE DAYS TO ENROLLMENT						
FY2017	Community Connections	First Home Care	MD Family	Other Providers (Non-Choice)	Total	AVG Days from Referral to Enrollment
Oct-16	4	4	3	14	25	1
Nov-16	4	5	3	9	21	1
Dec-16	1	2	5	12	20	2
Q1 Total	9	11	11	35	66	1
Jan-17	2	2	5	12	21	2
Feb-17	1	0	5	9	15	2
Mar-17	0	8	4	13	25	2
Q2 Total	3	10	14	34	61	2
Apr-17	2	2	9	18	31	3
May-17	1	6	7	15	29	3
Jun-17	2	0	11	10	23	2
Q3 Total	5	8	27	43	83	2
July-17	0	2	9	4	14	1
Aug-17	1	1	3	13	18	2
Sep-17	3	1	9	34	47	2
Q4-Total	4	4	20	51	79	2
FYTD	21	32	72	162	287	2
DEFINITIONS/IDENTIFICATION: Children and Youth referred for mental health services via DBH are children/youth who are involved with the Child and Family services Agency (CFSA) ages 0 to 21 who were referred to a Core Service Agency (CSA) through CFSA's Clinical Health Services Administration.						
INTERPRETATION: This table shows the number of CFSA children/youth enrolled with a DBH CSA and the average number of days between CFSA referral and enrollment with a CSA.						

FY2018	COMMUNITY CONNECTIONS	FIRST HOME CARE	MD FAMILY	OTHER PROVIDERS (NON-CHOICE)	TOTAL	AVG DAYS FROM REFERRAL TO ENROLLMENT
Oct-17	0	0	11	21	32	1
Nov-17	15	0	15	72	102	1
Dec-17	3	0	8	25	36	1
Q1 Total	18	0	34	118	170	1
DEFINITIONS/IDENTIFICATION: Children and Youth referred for mental health services via DBH are children/youth who are involved with the Child and Family services Agency (CFSA) ages 0 to 21 who were referred to a Core Service Agency (CSA) through CFSA's Clinical Health Services Administration.						
INTERPRETATION: This table shows the number of CFSA children/youth enrolled with a DBH CSA and the average number of days between CFSA referral and enrollment with a CSA.						

In FY2017, CFSA referred 287 children and youth for mental health assessments and treatment. D.C. Department of Behavioral Health (DBH) staff co-located at CFSA connects children directly with DBH Core Service Agency (CSA) Choice Providers and other CSAs within the DBH network. This electronic access ensures rapid referral to the CSAs. Of the 287 referrals, 125 were referred to a Child Choice Provider and the remaining 162 children were enrolled with alternative DBH Core Service Agencies (Hillcrest, Family Matters, MBI, Contemporary Family Services, Howard Road and LAYC). Enrollment with the provider occurred within an average of one day. Enrollment does not indicate receipt of services but rather that the child has been connected to a CSA for further evaluation to determine the need for services. The remaining children were referred and connected to private providers.

In FY2018 first quarter, CFSA referred 170 children for mental health assessment and treatment. Of those, 52 were referred to a Child Choice Provider/Core Service Agency, and the remaining 118 were enrolled with alternative DBH CSAs (Hillcrest, Family Matters, MBI, Contemporary Family Services, Howard Road and LAYC). Enrollment with the provider occurred within an average of one day.

b. What percentage of children entering foster care in FY17 received a mental health screening within 30 days of entry? In FY18 to date?

In FY2017, 164 eligible children received a mental health screening, of which 157 (96 percent) entering foster care received mental health screenings within 30 days of entry. In FY2018 first quarter, out of 31 eligible children, 22 (71 percent) entering foster care received mental health screenings within 30 days of entry.

- i. **As a result of these screenings, how many of these children were referred for further mental health evaluations with a mental health professional?** In FY2017, out of the 164 screenings completed, 46 children received a positive screening and were referred for further mental health evaluation. In FY2018, out of the 47 screenings completed, 14 children received a positive screening and were referred for further mental health evaluation.
- ii. **How many of these children completed the additional evaluations with a mental health professional?** In FY2017, out the 46 children referred for further mental health evaluations, 27 children completed a Diagnostic Evaluation/Intake Assessment either through DBH or a private provider. For those who did not complete additional evaluations:
- 12 children were already enrolled and receiving treatment prior to entry into foster care.
 - Four children did not complete intake due to case closure.
 - Two children were under the age of eligibility.
 - One child was developmentally delayed.

In FY2018, of the 14 children referred for further mental health evaluation, three completed a Diagnostic Evaluation/Intake Assessment either through DBH or a private provider. For those who did not complete additional evaluations:

- Two children were already enrolled and receiving treatment prior to entry into foster care.
- Seven children are pending intake.
- Two children did not complete intake due to case closure.

- c. **What percentage of children who were in foster care in FY17 received the CAFAS/PECFAS every 90 days? In FY18 to date?** In FY2017, 68 percent of children who were in foster care received the CAFAS/PECFAS assessment every 90 days. In FY2018, 78 percent of children who were in foster care received the CAFAS/PECFAS assessment every 90 days.
- d. **For children who received mental health services in each of these time periods, what is the average time between the mental health screening and delivery of services?** The average time between the mental health screening administered by CFSA and delivery of services by DBH in FY2017 was 35 days. The average time between the mental health screening administered by CFSA and delivery of services by DBH in FY2018 is 20 days.

- e. In FY17, and in FY18 to date, how many children, broken down by age and gender, had an episode of psychiatric hospitalization? During each fiscal year, how many hospitalized children had more than one episode of psychiatric hospitalization?

FY2017

Age	1 Episode	2 Episodes	3 Episodes	Total
10	1	0	0	1
11	1	0	0	1
12	1	1	0	2
13	1	0	0	1
14	1	0	0	1
16	3	0	1	4
17	2	0	0	2
18	1	1	0	2
19	0	1	0	1
20	1	0	0	1
Total	12	3	1	16

FY2017

Gender	1 Episode	2 Episodes	3 Episodes	Total
Female	7	2	0	9
Male	5	1	1	7
Total	12	3	1	16

FY2018

Age	1 Episode	2 Episodes	Total
15	1	0	1
17	2	0	2
18	1	0	1
Total	4	0	4

FY2018

Gender	1 Episode	2 Episodes	Total
Female	2	0	2
Male	2	0	2
Total	4	0	4

Notes: 1. "Age" is calculated at the time of placement in PIW. 2. "Total" is a unique count of children. The subtotals may not add up because a child may incur multiple placement episodes at multiple ages during the reporting period

- f. **What percentage of children in foster care spent time at a Psychiatric Residential Treatment Facility (PRTF) in FY17? In FY18 to date? Please break down by age.**

FY		
Age	Children placed at Residential Treatment	%
8	1	0.08
9	3	0.23
10	2	0.15
12	2	0.15
13	3	0.23
14	3	0.23
15	5	0.38
16	5	0.38
17	9	0.68
18	1	0.08
20	1	0.08
Total	32	2.43%

FY 2018		
Age	Children placed at Psychiatric Residential Treatment Facility	%
8	1	0.10%
9	1	0.10%
10	1	0.10%
12	1	0.10%
13	3	0.31%
14	1	0.10%
16	2	0.20%
17	3	0.31%
Total	13	1.32%

Notes: 1. "Age" is calculated at the time of placement in Residential Treatment Facility.
2. "Total" is a unique count of children. The subtotals may not add up because a child can be placed in multiple times during the reporting period.

- g. **How many referrals for evidence-based, specialized services (Multi-Systemic Therapy, Functional Family Therapy, Trauma-Focused Cognitive Behavioral Therapy, Child Parent Psychotherapy for Family Violence, and Parent Child Interaction Therapy) did CFSA make in FY17? How many referrals has CFSA made in FY18 to date? For each fiscal year, please identify how many referrals were made for cases in which children:**
- i. Had not been removed at the time of referral;**
 - ii. Were in foster care at the time of the referral; and**
 - iii. Were living under protective supervision following a period in foster care at the time of referral.**

CFSA refers children and youth to DBH for a diagnostic assessment to determine the need for mental health/substance abuse services. The assessment guides the selection of evidence-based therapy to meet the client's needs. DBH submits the referral to the Core Service Agency.

In FY2017, 168 children/youth received evidence-based therapy. Of that total, 19 were referred directly by CFSA. The remaining referrals were done through the CSA in which the children/youth were actively enrolled.

In FY2018, there are 49 children/youth currently receiving evidence-based therapy. Of that total, six were referred directly by CFSA. The remaining referrals were done through the CSA in which the children/youth were actively enrolled.

The following charts show the number of children and youth receiving Evidence-Based Therapy and the number of referrals made directly by CFSA. CFSA continues to work with DBH towards development of a shared tracking system that will facilitate better communication and service tracking.

Referrals for Therapy by CFSA

Fiscal Year	A-CRA	CPP-FV	FFT	MST	MST-PSB	PCIT	TF-CBT	TIP	TST	TOTAL
FY2017			1	1	2		14		1	19
FY2018			1				5			6

- EBP – Evidence Based Practices
- A-CRA- Adolescent Community Reinforcement Approach
- CPP-FV-Child Parent Psychotherapy for Family Violence
- FFT- Family Functional Therapy
- MST- Multisystemic Therapy
- MST-PSB- Multi-systemic Therapy for Youth - Problem Sexual Behavior
- PCIT-Parent Child Interaction Therapy

- TF-CBT-Trauma Focused Cognitive Behavioral Therapy
- TIP-Transition to Independence
- TST- Trauma System Therapy

Children Receiving Evidence Based Therapy

FY2017	A-CRA	CPP-FV	FFT	MST	MST-PSB	PCIT	TF-CBT	TIP	TST	TOTAL
Cases	54	30	46	15	2	32	39	547	47	812
Total Cases Seen	218	44	186	41	3	106	121	861	89	1669
Cases Known to Be Affiliated w/CFSA	33	28	13	2	0	7	5	70	10	168
	15%	64%	7%	5%	0%	7%	4%	8%	11%	10%

FY2018	A-CRA	CPP-FV	FFT	MST	MST-PSB	PCIT	TF-CBT	TIP	TST	TOTAL
Cases	0	26	39	0	0	48	64	540	41	758
Total Cases Seen	0	27	79	0	0	62	86	599	43	896
Cases Known to Be Affiliated w/CFSA	0	18	7	0	0	4	1	11	8	49
	0%	67%	9%	0%	0%	6%	1%	2%	19%	5%

- h. In FY17 and FY18 to date, how many referrals to evidence-based, specialized services, as described above, concluded with the assignment of a therapist to the referred child/family? For each fiscal year, please identify how many therapist assignments were made for cases in which children:**
- i. Had not been removed at the time of referral;**
 - ii. Were in foster care at the time of the referral;**
 - vi. Were living under protective supervision following a period in foster care at the time of referral.**

FY2017	168
FY2018	49

CFSA continues to partner with DBH towards development of a shared tracking system that will facilitate better communication and service tracking.

- i. What treatment resources does CFSA offer for children who have attachment disorders? What training, if any, does CFSA provide to social workers and foster parents regarding attachment disorders?** Children with attachment disorders are treated either by DBH clinicians or a private counseling agency under a contract with CFSA. The private agency therapists have training in Trauma Focused Cognitive Behavioral Therapy (TFCBT) and Trauma System Therapy (TST) treatment modalities.

CFSA Child Welfare Training Academy (CWTA) offers a quarterly six-hour course, “Attachment, Grief, and Loss,” as an in-service training for social workers and resource parents. CWTA also integrated information about attachment and attachment disorders throughout the new social worker pre-service and ongoing social worker in-service training curricula.

- j. Please describe the Agency’s efforts to improve access to mental health services for children living in Maryland.** Children in foster care placed in Maryland foster homes continue to be eligible for services in DC and CFSA also contracts with a service provider in Maryland. CFSA can also access the services provided by Maryland Family Resources, one of DBH’s Child Choice Providers, for children placed in Maryland.

CFSA’s Temporary Safe Haven partner, the National Center for Children and Families, has partnered with Maryland Family Resources to provide mental health services for District children placed in Maryland.

- k. **What treatment resources does CFSA offer for children who have an autism spectrum disorder? What training, if any, does CFSA provide to social workers and foster parents regarding autism spectrum disorders?** Children who are diagnosed on the Autism Spectrum Disorder are enrolled with Health Services for Children with Special Needs (HSCSN) to receive treatment including behavioral therapy services and medication management. Children diagnosed with Autism Spectrum Disorders also receive speech, language, and occupational therapy and social skills through education programming as indicated on their Individual Education Plan (IEP).

CWTA offers a four-hour in-service training course about ASD to social workers and foster parents. It provides social workers and foster parents with a review of the diagnosis of autism and its associated symptoms along the spectrum, with a focus on specific interventions and best practices for children and youth diagnosed with ASD.

24. Please provide a detailed update regarding the Agency's implementation of mobile crisis stabilization services for youth in foster care, including the following information:

- a. **During FY17, how many calls for crisis mobilization services has CFSA and/or its vendors received? FY18 to date?**

2017	151
2018	17

- i. **How many of these calls have been from foster parents and providers located in DC?**

2017	97
2018	10

- ii. **How many of these calls have been from foster parents and providers located in Maryland?**

2017	53
2018	3

- iii. **How many of these calls resulted in a dispatch of services to the youth's location?**

All calls resulted in a dispatch of services	168
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iv. **How many of these calls resulted in the youth being hospitalized?**
No calls resulted in the youth being hospitalized.

b. **How has the Agency evaluated the effectiveness of mobile crisis stabilization services?**

i. **If an evaluation has been done, please provide a summary of the results and attach a copy of the composite results.** In FY2017, no evaluation was completed for the effectiveness of mobile crisis stabilization services.

ii. **If no evaluation has been done, please describe the Agency's plans to evaluate the effectiveness of this program, including timelines for evaluation, methods of evaluation, and the types of data that will be collected.** In FY2018, a mobile crisis stabilization services evaluation for effectiveness is underway. The compiled data is in the process of being reconciled to ensure accuracy. Once data reconciliation is completed, a final report will be prepared. This data reporting will occur each quarter. A total of 41 case reviews were conducted. The following data points were collected for analysis.

- Demographics
 - Child age range
 - Number of children in the household
- Timeliness of service
- Needs of child referred
- Goals identified by provider
- Teaming (i.e. did teaming occur)
- Recommendations made by provider

25. Please provide a detailed update regarding the Agency's implementation of Trauma Systems Therapy ("TST"), including:

a. **The role that TST plays in the Agency's day-to-day operations, programming, services, and case management.** The implementation of Trauma Systems Therapy (TST) has been completed and is now integrated into CFSA's standard operating procedures. CFSA chose the TST model to build a trauma-informed workforce. Social workers administer the trauma screen, Child Stress Disorders Checklist-Child Welfare (CSDC-CW), to children and their biological parents. Completion of the CSDC-CW informs social workers about a child's history of exposure to potential adverse or traumatic childhood experiences and assists in understanding the behaviors and/or emotions that may be a result of trauma. Social workers then incorporate this enhanced understanding of a child's history and current clinical presentation in selecting appropriate services to include in the integrated case plan.

In FY2016, CFSA completed the functional assessment implementation which included the integration of the Child and Adolescent Functional Assessment Scale (CAFAS), the Pre-school and Early Childhood Functional Assessment Scale (PECFAS), and the Structured Decision Making (SDM) Caregiver Strengths and Barriers Assessment (CSBA) into the FACES.NET management information system. By the spring of 2017, CFSA completed system-wide user training of the functional assessments and case plan integrations and also embedded this course in pre-service training for new social workers.

- b. **The Agency's implementation plan for TST and any progress the Agency has made in achieving the implementation plan's goals.** CFSA has completed implementation of TST and subsequently has integrated it into standard operating procedures.
- c. **How CFSA monitors implementation of TST for cases managed by private agencies. How CFSA ensures uniform quality of services across all agencies that provide placement and/or case management to children in foster care?** Quality assurance and sustainability efforts are conducted in the same way for both CFSA and the private agencies. CFSA performs ongoing qualitative case reviews that provide information about performance and practice consistency.
- d. **What is CFSA's plan for integrating TST into cases in which children are already receiving mental health services under other models?** Clinical assessments and multi-disciplinary teaming drive the case planning process. TST is used only when clinically indicated and with a referral to DBH. If other services and modalities are in place and effective, the therapeutic process will not be interrupted.
- e. **What is CFSA's plan for assessing and evaluating the effectiveness of TST?** In October 2017, the Center for Collaboration and Community Health completed an evaluation of the effectiveness of the five-year grant which included TST. The evaluators concluded that over the past five years, CFSA met the implementation goals of the following six grant activities:
 - Universal Screening
 - Ongoing Use of Functional Assessments
 - Data Driven Case Planning
 - Service Array Reconfiguration
 - Development of a Trauma-Knowledgeable Workforce
 - Ongoing Progress Monitoring

- f. **Our understanding is that CFSA has been working with other agencies to help make them trauma informed. Please describe all the collaborative efforts. How many trainings has CFSA conducted for other agency's staff? Please provide information on the trainings including the number of participants, type of training and agencies participating.** The Child Welfare Training Academy has provided training to CFSA private providers, our Collaborative partners, and DBH. During FY2017, CFSA conducted 25 trauma informed training sessions which were attended by CFSA staff and other agency staff. A total of 90 collaborative and community agency staff participated in the training. This integrative didactic and experiential classroom training included participants from Boys Town, Lutheran Social Services, Family Matters, National Center for Children and Families, Seraaj, Latin American Youth Center, Presley Ridge, PSI Family Services, Inc., DBH, and Edgewood Brookland Family Support Collaborative.

Substance Abuse Services

26. Please provide the following responses for FY17 and FY18, to date:

- a. **Of the number of youth who entered foster care, how many received substance abuse screenings through the Healthy Horizon's Clinic? Based on the screenings administered, what are the most commonly used drugs?** Ten youth received substance abuse screenings through the Healthy Horizons Assessment Center, and the results were positive for THC (marijuana). One youth taking the GAIN-SS, which is a self-reporting tool, reported using THC in FY2017, and zero reported any usage for FY2018.
- b. **How many youth were referred to Addiction Prevention and Recovery Administration (APRA) for assessment? Of the youth referred, how many were no shows?** See response to question 26c below.
- c. **How many youth were referred to an Adolescent Substance Abuse treatment Expansion Program (ASTEP) provider for treatment? Of the youth referred, how many were no shows?** In FY2017, 152 youth were referred to an ASTEP provider for assessment and linkage to treatment if needed. Of the 152 referred, 51 youth were no shows. In FY2018, 30 youth were referred to an ASTEP provider for assessment and linkage to treatment if needed. Of the 30 referred, one youth was a no show and did not arrive for the assessment.

Identifying, Documenting, and Providing Services to Trafficked Victims

27. Under the "Sex Trafficking of Minors Prevention Amendment Act of 2014", the Metropolitan Police Department is required to refer children and families to CFSA

when there is a suspicion that children might be involved in trafficking. Additionally, the federal “Preventing Sex Trafficking and Strengthening Families Act of 2014” requires that CFSA identify, document, and determine services for children and youth under the care or supervision of the state, who the state has reasonable cause to believe are victims, or are at risk of becoming a victim, of sex trafficking or a severe form of trafficking in persons. Lastly, the “Justice for Victims of Trafficking Act of 2015” requires that CFSA provide services to children known or suspected to be victims of sex trafficking. Please provide an update on the law. The Child Neglect and Sex Trafficking Amendment Act of 2017 was introduced in the DC Council on April 24, 2017. A public hearing was held on June 22, 2017. The bill was referred to the Committee on the Judiciary and Public Safety and is currently under council review.

- a. **Last year, CFSA explained that that it was developing protocols to screen and accept all referrals for minor sex trafficking without regard to the identity of the maltreater. Please provide an update on the creation of the protocols and a copy thereof.**

Procedures

- Hotline Worker includes a standard question for all reports:
 - Do you have any knowledge of the child(ren) being sexually exploited? If the caller indicates “yes,” the Hotline Worker proceeds with the new Screening Tool (see attachment).
- If the caller mentions during the report a belief that the child is being trafficked or prostituting, the Hotline Worker proceeds with the new Screening Tool.
- Hotline Worker selects the new allegation if appropriate, along with any additional allegations.
- Hotline Worker adds the maltreater into the client list:
 - Unknown Trafficker or
 - Name of person trafficking the child.
- Hotline Worker selects “Sex Trafficker” and “Alleged Maltreater” under the client role. “Not in the home” should be selected unless the individual resides in the home.
- Under the Hotline Recommendation Screen, the Hotline Worker selects CPS/I 24 Hour, checking the OTHER box and entering Sex Trafficking as the reason.
- If there are immediate safety concerns, the Hotline Worker promptly consults with the Hotline Supervisor.
- Hotline Worker sends the referral to MPD and CPS.
- Hotline Worker notifies all appropriate parties.

I&R Category

- Hotline Worker selects Sexual Exploitation/Sex Trafficking of a Child (by a Non-Caregiver) under the Preliminary Screening section if the victim is a Ward of DC, but they are age 18 or older.

- Hotline Worker selects Sexual Exploitation/Sex Trafficking of a Child (by a Non-Caregiver) if the victim resides outside of the jurisdiction, but is being trafficked in DC.
- It is recommended that the Hotline Worker seek consultation from a Hotline Supervisor if there are any questions.

See Attachment Q27a, Sex Trafficking Screening Tool

- b. How many referrals did CFSA receive in FY17 and FY18 to date where the alleged trafficker was a parent, guardian, or legal custodian?**

FY2017	12
FY2018	6

- c. How many referrals did CFSA receive in FY17 and FY18 to date where the alleged trafficker was not a parent, guardian, or legal custodian?**

FY2017	45
FY2018	25

- d. What is the Agency's plan for handling referrals made to CFSA where the alleged trafficker is a parent, guardian, or legal custodian? How will CFSA ensure that a referred child receives proper services?**

CFSA Hotline workers process referrals by using the CFSA Hotline Structured Decision Making (SDMTM) Screening and Assessment Tool to determine the response. An investigation will occur if the referring source suggests sexual exploitation by a parent, guardian or legal custodian.

For those youth who are CFSA involved, regardless of whether the alleged trafficker is a parent, guardian or legal custodian, there is an Internal CFSA Commercial Sexual Exploitation of Children (CSEC) Case Review that is held weekly to review youth who are confirmed or at risk for sex trafficking. CSEC Case Reviews have a multidisciplinary team approach that includes the social work team, mental health provider, anti-trafficking agencies, caregiver, GAL and MPD (if appropriate). The purpose of these reviews are to discuss the identified risks associated with CSEC, the child's overall functioning and health, and to develop a plan of care to address any barriers such as mental health, substance abuse, domestic violence, safety and placement. A representative from Fair Girls or Courtney House participates in CFSA CSEC Case Reviews to provide updates regarding their contact with the youth and the status of services which are tracked by the youth's social work team.

e. What is the Agency's plan for handling referrals made to CFSA where the alleged trafficker is not a parent, guardian, or legal custodian? How will CFSA ensure that a referred child receives proper services?

For referrals in which the alleged trafficker is not a parent, guardian or legal custodian, CPS refers the youth to one of the anti-trafficking organizations (i.e. Fair Girls or Courtney House). These youth are also referred by MPD to the monthly District Wide Multidisciplinary Team Meeting. The multi-agency representatives (Safe Shores, Child and Family Services Agency, Department of Behavioral Health, Court Social Services, Office of the Attorney General, Children's National Medical Center, Department of Youth Rehabilitation Services, Child Guidance Clinic and Metropolitan Police Department) discuss youth who have come to the attention of their respective agencies with risks associated with Commercial Sexual Exploitation of Children (CSEC). The purpose is to plan for linkage to services which can specifically address sex trafficking and mental health concerns. A representative from the Department of Behavioral Health and the referred anti-trafficking agency is present to confirm whether the youth is receiving services.

f. What kind of screening for sex trafficking will occur? Please provide a copy of the screening tool and who will conduct the screenings?

There are a number of assessment approaches used by CFSA to identify victims of sex trafficking. Preliminarily, the social worker would use key indicators and red flags to determine whether a further assessment is needed. If the child is the subject of a Child Protective Services report and the preliminary assessment suggests that child has been sexually exploited, a referral is made to one of the designated community resources specializing in commercial sexual exploitation/sex trafficking assessment and intervention.

Children may also receive an assessment during the pre-placement/replacement screening or 30-day comprehensive assessment at the Healthy Horizons Assessment Center (HHAC). When the screening shows indicators of sexual exploitation/sex trafficking, the nurse practitioner will complete the HHAC Sex Trafficking questionnaire. In situations where a child in an ongoing case is showing indicators of being trafficked, the social worker will complete the sex trafficking questions in the Child Stress Disorders Checklist-Child Welfare (CSDC-CW).

See Attachment Q27f, Child Stress Disorder Checklist-Child Welfare (CSDC-CW)

- g. How is CFSA coordinating with other sister Agencies to properly screen and provide services to these youth? Did CFSA work with other agencies to develop their screening tool?** CFSA coordinates with the following agencies to screen and provide services to youth impacted or thought to be impacted by sex trafficking.

Metropolitan Police Department (MPD): CFSA and MPD have reciprocal agreements regarding screening and the provision of services to this population. CFSA's procedures require all reports that indicate alleged sex trafficking to be reported to MPD immediately and no later than 24 hours after the information is received. MPD is required to report to CFSA when MPD has knowledge, information, or suspicion that a child is engaging in behaviors related to sex trafficking. CFSA collaborates with MPD to ensure the child is referred to one of the designated community resources specializing in sex trafficking assessment and intervention, runaway and homeless youth programs, and other identified resources.

Department of Behavioral Health (DBH): If the initial medical screening indicates evidence of sex trafficking, the nurse practitioner may confer with the DBH co-located staff for service referrals.

Court Social Services Division (CSSD): The Child Guidance Clinic of the CCSD developed the Sex-trafficking Assessment Review (STAR), a brief, objective, non-intrusive, quantitative decision making system for determining a youth's amount of CSEC risk. The STAR is intended to screen and triage children's needs therefore, the STAR is typically not used to confirm a CSEC suspicion, but rather to assess whether or not a youth should be provided with a thorough CSEC assessment.

Office of the Attorney General (OAG): The CFSA social worker coordinates with the assigned assistant attorney general (AAG) from the Office of the Attorney General regarding legal matters.

- h. In FY17 and FY18 to date, how many CFSA staff members have been trained on human trafficking issues? How frequently do CFSA staff attend these trainings? What is covered in the training? What additional trainings are planned for FY18?** In FY2017, 272 CFSA staff and 27 private agency staff completed the required six-hour Human Trafficking classroom course. In addition to the six-hour Human Trafficking course, 70 CFSA staff completed the one-hour webinar. The webinar was not offered to private agency staff.

In FY2018, a total of 69 CFSA staff and one private agency staff completed the classroom training of Human Trafficking. There were no webinar offerings for FY2018.

The Human Sex Trafficking six-hour course is offered monthly to CFSA and private agency staff. CFSA will continue to provide monthly offerings in FY2018. All new social workers are required to take the Human Trafficking six-hour classroom training.

The Human Trafficking webinar provided a broad overview of human trafficking highlighting national trends, legislation, and signs of human trafficking. The six-hour course helped the participant to:

- Recognize the factors and conditions that place children and youth involved in the child welfare system at heightened risk for commercial sexual exploitation of children (CSEC).
- Understand their role and responsibility in identifying, reporting, and responding to children and youth who are victims of, or at risk of becoming victims of CSEC.
- Demonstrate best practice approaches in reducing risk of victimization, engaging children and youth in screening, responding to CSEC indicators, and partnering to develop trauma-informed and strengths-based plans to promote safety and empowerment.
- Identify a continuum of services to meet the holistic and specialized needs of children and youth who have experienced CSEC.
- Describe strategies for cross-agency collaboration to address these needs in a trauma-informed way that promotes safety and resilience.

In FY2017, CFSA partnered with Tina Frundt of Courtney's House to provide a two-hour and three-hour general human trafficking training to staff and a Child Protective Services-specific human trafficking training entitled "Improving Services for Victimized Children". Overall, 124 CFSA and private agency staff completed these specialized trainings.

Ms. Frundt's training emphasized the following:

- an understanding of the signs of human sex trafficking in female, male, and transgender youth;
- an awareness of engagement techniques to use with this population when human sex trafficking is suspected; and
- an understanding of the service referral process for human sex trafficking victims.

These sessions also incorporated information from the Human Sex Trafficking survivor's perspective. CFSA will continue its contractual partnership with Ms. Frundt of Courtney's House for Human Sex Training offerings in FY2018.

In FY2018, the Child Welfare Training Academy will present a human trafficking session focused on providing social workers and staff with information directly from youth about how to engage in conversations around sex and labor trafficking and maintaining safety.

- i. **Describe how the Agency is coordinating with law enforcement and child welfare agencies in other jurisdictions when youth in foster care are suspected to be trafficked outside of the District.** CFSA works regularly with MPD's Youth Division and the detectives assigned to the FBI Child Exploitation Task Force.

28. Provide an update on the placement options CFSA currently has to house youth who have been identified as or are at-risk of being trafficked.

- a. **How many of these placements currently exist and what is the capacity of each existing placement?** As of January 31, 2018, CFSA has five Specialized Opportunities for Youth (SOY) foster parents who have completed the CWTA human sex trafficking training and are available for placement. The placement capacity for these SOY homes is five youth. Currently, we have four foster youth placed with these SOY parents, leaving one current vacancy.

- b. What plans does CFSA have to increase placement options?**
In FY2018, CFSA expects to add three additional SOY homes, specifically trained and available for youth who have been sex trafficked, bringing our total capacity to eight homes.
- c. Provide an update on CFSA's Placement Administration's efforts to identify resource families with special training as placement options for youth who have been identified or are at-risk of being trafficked.**
The CWTA human/sex trafficking training sessions are offered to all licensed foster parents (CFSA and NCCF) to support specialized training in caring for youth who have been identified or are at-risk of being trafficked.
- d. How are the placement options prepared to handle the needs of this population?** CFSA's SOY parents receive additional training to support our high-end clinical youth. CWTA human/sex trafficking and sex trafficking training is provided to ensure that the SOY parents are prepared to support the needs of the youth.

29. How many children and youth under the care or supervision of the state has CFSA identified as being sex trafficked or at-risk of sex trafficked? What efforts are CFSA making to prevent youth under the care or supervision of the state (including in foster care) from being sex trafficked or commercially and sexually exploited?

FY2017	63
FY2018	32

See response to questions 30 and 31.

30. Has CFSA contracted with any community-based service providers to offer services to survivors of child sex trafficking and children at risk of being sex trafficked? Please identify the providers that CFSA has and plans to contract with as well as the services they offer. What locally-based services can CFSA provide to parents, guardians and caregivers who want assistance addressing a child's risk for sex-trafficking?

CFSA has contracted with Courtney's House to provide parent support groups for parents, guardians, and caregivers who want assistance addressing a child's risk for sex-trafficking. These groups are an opportunity for parents/caregivers to express their concerns, learn more about how to support a young person who is at risk, and get support from others in a similar situation.

31. Provide an update on how CFSA collaborated with DCPS and DCPCS to raise awareness of the signs and risk factors of the commercial sexual exploitation of students?

The Child Welfare Training Academy (CWTA) provides in-person training sessions to the District of Columbia Public School System, Office of the State Superintendent of Education, Department of Human Services, Department of Youth Rehabilitation Services, and any other youth serving agency that requests training. The online mandated reporter training is currently in the process of being updated to align with the new in-person training session.

32. During FY17, how many hotline calls did CFSA receive concerning allegations of the commercial sexual exploitation of a child by someone who is not the child's parent, guardian, or legal custodian? FY18 to date? Provide the outcome of these calls and their corresponding referrals.

See response to questions 27b and 27c.

- FY2017
 - Allegation of Sexual exploitation of a child by a non-caregiver= 45
 - Allegation Findings and Outcome
 - Inconclusive= four
 - Substantiated= six (three referrals had an open foster care case; the other three referrals were closed and community support identified for youth and family)
 - Unfounded= 24 (two referrals had an open case with foster care and three referrals had an open case with in-home)
 - No Finding= 11 (one referral had an open case with foster care, four referrals were screened out, the rest were incomplete due to being “out of jurisdiction”, waiting for a determination by law enforcement or forwarded to a RED Team)

- FY2018
 - Allegation of Sexual exploitation of a child by a non-caregiver= 25
 - Allegation Findings and Outcome
 - Inconclusive= three (one referral had an open foster care case)
 - Substantiated= six (in four referrals the youth was unable to locate or moved out of jurisdiction, the other two cases were either already connected or referred for community services)
 - Unfounded= seven (one referral had an open foster care case)
 - No Finding= nine (one referral had an open foster care case, two referrals had an open case with in-home, three referrals remain open and the remainder were incomplete due to being “out of jurisdiction”, waiting for a determination by law enforcement or forwarded to a RED Team)

33. What resources does CFSA need in order to meet the case management needs of children who have been allegedly commercially sexually exploited by people who are not their parents, guardians, or legal custodians?

In order to meet the case management needs of children who have been allegedly commercially exploited, CFSA will need the following:

- Housing options for youth who are victims of sex trafficking
- Substance abuse services
- 24 hr. Crisis Response Team

34. CFSA has implemented a Multi-Disciplinary Team to review cases that have a trafficking component. Please explain the purpose this Team’s meetings, what is discussed, what is the goal, who attends the meetings, and any outcomes from these meetings? What is CFSA doing to comply with confidentiality mandates for DYRS and CFSA youth?

CFSA has an administrative issuance (AI) on trafficking which address protocols for how to handle cases where there is evidence of sex trafficking. Internal case reviews are conducted with the social worker, supervisory social worker, program manager, nurse care manager, trauma coach/assigned clinical services staff, placement (as applicable), foster parent or caregiver (as appropriate), AAG and GAL. The purpose of the case review is to develop a safety plan in collaboration with community resources (if assigned) and the parent (if appropriate). CFSA is also a member of the CSEC case review that takes place monthly at Safe Shores, the DC Children’s Advocacy Center.

The other agencies that attend the CSEC case review are OAG, MPD, DBH, Court Social Services (probation and the Child Guidance Clinic), DYRS, Children's National Medical Center's Child and Adolescent Protection Center and Safe Shores. Information is shared with agencies pursuant to existing MOAs and statutory guidelines.

35. Please describe the involvement that CFSA will have in the DC Superior Court's HOPE Court. What resources does CFSA need in order to effectively implement its role in HOPE Court?

CFSA started attending HOPE court for juvenile cases the week of January 29, 2018, and is awaiting the date when HOPE court will start hearing neglect cases. Currently, CFSA does not need any additional resources and will utilize current resources to continue to implement its role in HOPE Court with ongoing case management duties.

36. Please list all memoranda of understanding (MOU) entered into by CFSA during FY17 and FY18 to date concerning the sharing of personal information of children who have been allegedly commercially sexually exploited, as well as any memoranda of understanding currently in force. For each, indicate the date entered and the termination date.

There were no memoranda of understandings (MOUs) entered into by CFSA in FY2017 and FY2018 concerning the sharing of personalized information of children who have been allegedly commercially sexually exploited.

The DC MOU on Child Sexual Abuse Investigation, Prosecution, and Prevention, updated on May 2011 and still in effect, covers the sharing of information within the Multidisciplinary Team (MDT) participants. Information about children who have been allegedly commercially sexually exploited is discussed in this forum.

Specific Programs and Services

37. Please provide an update on CFSA's Four Pillars initiative and the most up-to-date outcome data in each category (front door, temporary safe haven, well-being, and exit to permanence).

See Attachment Q37, Four Pillars Scorecard

38. Describe the screening, supports, and modifications that CFSA offers parents, legal guardians, and custodians with disabilities in order to ensure that these adults can benefit from CFSA's reunification and family preservation services.

CFSA and the DC Department on Disability Services (DDS) have entered into a joint venture to meet the needs of families involved with CFSA who have a diagnosis of intellectual disability and involvement with either Rehabilitation Services Agency or Developmental Disabilities Administration. The program is Successful Parenting-DC, which encompasses five Parent Educators/Peer Navigators (PE/PN), who are persons with disabilities or who care for a family member with disabilities. Successful Parenting DC provides two services: (1) up to six hours a week of behaviorally-based community and home-based instruction in parenting and life skills and (2) support using the Peer Navigation service delivery model for DC parents as they navigate CFSA and DDA and other systems. Services are provided one-on-one and in the parents' home or alongside of them while they carry out day-to-day activities related to parenting and child wellbeing. Families are identified through a cross match of DDS and CFSA data. In addition, they are identified by CFSA social workers as families enter CFSA or by Developmental Disability Administration Care Coordinators once they learn that the individual is involved with CFSA. Also, some families are identified by the OAG during their court involvement due to community papering or removal. These efforts all work toward the goals of family reunion, stabilization, and family preservation.

39. In FY17, CFSA announced that it was going to redesign its Safe and Stable Families program. Please provide any evaluations or assessments that have been conducted regarding the effectiveness of individual Safe and Stable Families programs/services or the Safe and Stable Families initiative as a whole. Please provide an update on this redesign process and expected outcomes.

See Attachment Q39, Safe and Stable Families Semi-Annual Progress Report

40. For each program under CFSA's Safe and Stable Families/Title IV-E Waiver initiative, please provide:

- a. The program's current capacity;**
- b. The program's current enrollment;**
- c. The number of families and the number of children served by each program in FY17; and**
- d. The number of families and the number of children served by each program in FY18 to date.**

Services/ Interventions	Provider/Vendor	Capacity	FY2017 # of families served	FY2017 # of children served	FY2018 # of families served	FY2018 # of children served
HOMEBUILDERS®	Catholic Charities of the Progressive Life Center	24	41 ¹³	77	N/A	
Project Connect	Catholic Charities of the Progressive Life Center	96	86 ¹⁴	197	5	6
Parent Education & Support Services	Collaborative Solutions for Communities East River Family Strengthening Collaborative	100	19	41	17	39
Parent & Adolescent Support Services	Department of Human Services (DHS)	70	N/A	68	N/A	25
Family Peer Coaches	Department of Behavioral Health (DBH)	40	31	79	17	47
Mobile Crisis Stabilization (MSS)	Catholic Charities Archdiocese of Washington	300	7 ¹⁵	158	12 ¹⁶	39
Legal Services	Neighborhood Legal Services	100	54	89	24	59

¹³ HOMEBUILDERS® services were no longer offered to families as of May 30, 2017.

¹⁴ Includes families that discharged and were currently enrolled as of October 1, 2017.

¹⁵ Number only includes MSS biological families as MSS foster home population captures children only

¹⁶ Number only includes MSS biological families as MSS foster home population captures children only

41. The Title IV-E Waiver is set to expire in 2019. Please describe what efforts the agency is making to assess the effectiveness to IV-E Waiver programming. If the Title IV-E Waiver is not renewed, how does CFSA plan to continue its critical community-based prevention work with children and families in the District?

CFSA tracked implementation of its Title IV-E Waiver by monitoring program activity and using both quantitative and qualitative methods through a partnership with Coordinated Care Services. In December 2017, evaluation data indicated limited results from our early strategies, and therefore, the agency realigned strategies in January 2017 to continue implementing this important prevention work through the Safe and Stable Families Redesign (SSF). This was a six month process during which CFSA planned with community partners to address the following:

- Increase, target, and coordinate preventive services that improve child safety and keep families from having to enter the child welfare system.
- Develop a more flexible array of quality services that addresses the primary issues of families CFSA is serving at home.
- Ensure availability of community-based resources in areas of greatest need in the city.
- Improve CFSA and partners accountability for forging a tighter safety net that consistently delivers positive outcomes for families and the community.

As a result of the SSF Redesign, CFSA conducted a comprehensive negotiation with each Collaborative to focus funding in their FY2018 contracts on specific target populations and actions—primarily:

- Family Support Workers: Increased number of family support workers at the Collaboratives to support expanded referrals from CFSA. This includes not only more referrals of families CFSA is serving but also, for the first time, referrals of families at risk but not directly involved with CFSA.
- Homelessness: Young families experiencing homelessness, in partnership with the DC Department of Human Services.
- Grandparent Caregivers: Grandparents participating in the District's Grandparent Caregiver Subsidy Program when those "grand-families" have additional needs for support.
- Neighborhood Targeted Resources: A concentration of Collaborative resources in the areas of greatest need in our city, Wards 7 and 8. This includes an array of essential core services to address typical family needs such as funds for emergencies, referrals to mental health or substance abuse treatment, tutoring for school-age children, parent support groups, and recreational opportunities.
- Capacity Building: Grants to build the capacity of grassroots family support programs.
- Data Collection and Reporting: Greater accountability through improved data collection and reporting that provide a clear picture of outcomes.

The redesigned Safe and Stable Families approach will allow CFSA to continue targeted prevention and family stabilization activities after the IV-E waiver expires.

Office of Youth Empowerment (OYE)

42. Please provide a breakdown of the OYE's budget. Please indicate what amount of OYE's total budget supports services to youth and what amount is used to support staffing.

Activity	Description	FY2018 Approved Budget
2030	Personnel	\$4,095,174
Total Personal Services (PS)		\$4,095,174
2030	Office Supplies	\$9,625
2030	Travel and Training	\$36,997
2030	Printing	\$3,000
2030	Youth Transitional Living Services Grant	\$496,851
2030	MOU with DOES (Develop of subsidized work program)	\$ 150,000
2030	Tuition Assistance - ETV Grant	\$ 100,688
2030	Equipment - ILP Grant	\$ 7,000
2030	Carryover	\$ 1,000
2030	Carryover	\$ 1,000
Total Non-Personal Services (NPS)		\$806,161
TOTAL FY2018 OYE Budget		\$4,901,335

Supply Item Description	FY2018 Fund	FY2018 Grant/ Phase	FY2018 Approved Budget
REGULAR PAY - CONT FULL TIME	0100		\$ 2,852,239.93
REGULAR PAY - CONT FULL TIME	8200	INDL82/18	\$ 433,590.52
FRINGE BENEFITS - CURR PERSONNEL	0100		\$ 704,415.59
FRINGE BENEFITS - CURR PERSONNEL	8200	INDL82/18	\$ 104,928.91
Total Personal Services (PS)			\$ 4,095,173.95
Office Supplies - ILP Grant	8200	INDL82/18	\$ 9,625.00
Travel and Training - ILP Grant	8200	INDL82/18	\$ 5,833.00
ILP Training Grant	8200	INDL82/18	\$ 31,164.00
Printing - ILP Grant	8200	INDL82/18	\$ 3,000.00
Youth Transitional Living Services Grant	8200	INDL82/18	\$ 496,850.57*
Carryover - ILP Grant	8200	INDL72/17	\$ 1,000.00
MOU with DOES (Develop of subsidized work program)	0100		\$ 150,000.00
Tuition Assistance - ETV Grant	8200	EVTS82/18	\$ 100,688.00
Carryover EVTS	8200	EVTS72/17	\$ 1,000.00
Equipment - ILP Grant	8200	INDL82/18	\$ 7,000.00
Total Non-Personal Services (NPS)			\$ 806,160.57
TOTAL FY2018 OYE Budget			\$ 4,901,334.52

*Note: Youth Transitional Living Services Grant expenditures include: CAAB (matched savings program); Urban Alliance (intensive job readiness); Transportation WMATA; Driving Lessons (13 youth); Mentoring/Interpreting/Tutoring (10 youth); Senior Fees (6 youth); Youth Supports (38 youth); Youth Travel (6 youth)

43. Please provide the number of youth, by age, who are enrolled in youth development enrichment programming provided by CFSA through OYE.

Support and Enrichment Programming	FY2017	FY2018	Age Range
Education Unit	321	253	14 to 23
Career Pathways	121	80	18 to 21
Making Money Grow (MMG)	86	16	15 to 21
Transportation Subsidy	161	66	18 to 21
Youth Holiday Gala	100	89	15 to 21
Youth Recognition Ceremony ¹⁷	65	0 ^[1]	15 to 21
Rapid Housing	24	5	21 to 23

44. Regarding college preparation and college attendance, please provide:

- a. **The number of youth currently participating in OYE's pre-college services program, the number of youth served by this program in FY17, and the number served to date in FY18; and**

Fiscal Year	9th Grade	10th Grade	11th Grade	12th Grade
FY2017	67	53	35	48
FY2018	42	47	29	41

- b. **Any changes to CFSA's college preparation programming, including changes pursuant to recommendations made in the agency's *Current Educational Services and Career Planning* report of December, 2015.** CFSA continues to provide individualized career and college preparation work with youth in the 8th-10th grades. See response to question 56 for details.

¹⁷ Youth Recognition Ceremony has not yet occurred.

45. Regarding enrollment in 4-year college, please provide:

- a. The number of youth who were enrolled at a 4-year college during the 2016-2017 academic year, broken down by year (freshman, sophomore, junior, and senior);

School Year	Freshman	Sophomore	Junior	Senior	Total
2016-2017	16	10	8	5	43

- b. The number of youth described in (a) who enrolled in summer classes during the summer of 2017, broken down by year (freshman, sophomore, junior, senior);

Summer	Freshman	Sophomore	Junior	Senior	Total
2017	1	2	0	0	3

- c. The number of youth described in (a) who dropped out of college at any point prior to the start of the 2017-2018 academic year, broken down by last year (freshman, sophomore, junior, and senior), if any, completed;

School Year	Freshman	Sophomore	Junior	Senior	Total
2017-2018	3	1	0	1	5

- d. The number of youth who were enrolled at a 4-year college during the fall semester of the 2017-2018 academic year; and

School Year	Freshman	Sophomore	Junior	Senior	Total
2017-2018	18	6	6	5	35

- e. The number of youth who received a bachelor's degree during or at the end of the 2016-2017 academic year?

School Year	Bachelor's Degree
FY2017	6
FY2018	2
TOTAL	8

46. Regarding enrollment in 2-year college, please provide:

- a. The number of youth who were enrolled in a 2-year college during the 2016-2017 academic year, broken down by year;

School Year	First Year	Second Year	Total
2016-2017	21	5	26

- b. The number of youth described in (a) who enrolled in summer classes during the summer of 2017;

Summer	First Year	Second Year	Total
2017	4	1	5

- c. The number of youth described in (a) who dropped out of college at any point prior to the start of the 2017-2018 academic year. How many of these students completed their first year?

School Year	# of youth who dropped out of college	# of youth who completed first year of college after dropping out
2017-2018	12	2

- d. The number of youth who were enrolled at a 2-year college during the fall semester of the 2017-2018 academic year; and

School Year	First Year	Second Year	Total
2017-2018	10	5	15

- e. The number of youth who received an associate degree during or at the end of the 2016-2017 academic year. No youth received an associate degree during school year 2016-2017.

47. Please provide data regarding college graduation rates and year-to-year retention rates for foster youth who enroll in 2-year or 4-year colleges. Please provide this data, as well as an explanation of how any graduation rates are calculated.

School Year 2016	School Year 2017	School Year 2018
16%	12%	TBD

Graduation rates are a measure of students who enter college and graduate within a certain number of years. The college graduation rate is calculated by determining the number of college graduates entering college versus the number of youth who graduate four years later.

Education

48. Please provide the following information regarding foster youth school stability and continuity:

- a. How many children who were removed and entered foster care during FY17 changed schools within 1 month of their removal? 3 months? 6 months? 1 year?

Information regarding school stability is tracked by academic year. Of the 94 school age youth who entered care during the 2016-2017 school year, a total of 10 children changed schools subsequent to their removal and entry to care.

- One youth changed schools within one month of entering care
- Five youth changed schools within three months of entering care
- Four youth changed schools within six months of entering care

- b. How many children who changed foster care placements during FY17 changed schools within 1 month of the placement change? 3 months? 6 months? 1 year?** When tracking changes in school placements, CFSA does not track the months since removal however, CFSA does track anytime a child changes their school placement while they are in care and the reasons the change occurred.

Out of 626 children and youth in CFSA's care enrolled in K-12th grade or a school-based pre-K (preschool) program during the 2016-17 school year, 45 youth (7 percent) experienced a change of school during the academic year. Of the 45 youth who changed schools, 14 (31 percent) changed schools subsequent to a foster care placement change. The other 31 youth changed schools due to residential placement/detention, service needs, or child/guardian school choice.

- c. For how many foster children who were removed and entered foster care during FY17 was school stability transportation requested? How many children received the requested transportation? For each child who received school stability transportation, for how long was transportation provided? For each child who did not receive requested transportation, please explain why not.** In FY2017, there were 230 requests for school stability transportation for children who were removed and entered foster care. Of that total, 157 (68 percent) children received the requested transportation. School stability transportation was provided for an average of 169 days.

For the 73 children who did not receive school stability transportation, the reasons are as follows:

- 25 youth were approved for special education transportation services by OSSE
- 17 youth changed foster placements before services could begin, changing service needs from those in referral
- 10 youth were able to access public transportation using the DC One Card
- Eight youth were transported by resource parent
- Five youth were returned home before services began
- Four youth were too young for services under the current private transportation contract
- Two youth changed schools, nullifying referral request
- One youth was hospitalized before referral could be processed
- One youth was placed in respite placement rendering service need void

- d. How does the Agency inform foster parents and other stakeholders of the availability of school stability transportation?** CFSA's Office of Well Being (OWB) provides presentations and updates to foster parents and other stakeholders on a full range of supportive services to support school stability, including transportation. In August 2017, the OWB included information about school stability transportation services in a presentation to both CFSA and private agency foster parents at CFSA's annual Health and Wellness Fair. In October 2017, the OWB also gave a presentation to The Children's Law Center staff on CFSA's educational services, including transportation services. In addition, CFSA created a school transportation tip sheet that reviews the specific criteria to qualify for and receive school stability transportation which is posted on the CFSA website.

CFSA continues its outreach to individual foster families about transportation services upon a new entry into care. If school stability is an issue, a CFSA transportation specialist is notified. The specialist contacts the social worker and foster family to see if transportation services are needed to maintain the child's school stability.

Similarly, upon receipt of a referral from a social worker for transportation in ongoing cases, the transportation specialist contacts both the social worker and foster parent(s) to review and discuss all available transportation options a child has to get safely to and from school while maintaining school stability.

- e. How does the Agency train CFSA social workers regarding the availability of school stability transportation? How does it train private agency social workers regarding this topic?** In addition to the individual case outreach to social workers regarding school stability transportation services, OWB advertises school transportation and other educational support services at several agency-wide resource fairs which are open to CFSA and private agency social workers.

The agency has also created Education Tip Sheets and FAQs including one specifically on the School Stability and School Transportation Services provided by the agency. These tip sheets have been distributed at trainings and staff meetings and are accessible on the Education and Child Care Resources page on CFSA's website at <http://cfsa.dc.gov/page/educationresources>.

- f. Describe the agency's efforts in FY17 and FY18 to date, to improve school stability and continuity for youth who enter foster care or change foster care placements while in care.** In FY2017, CFSA continued to demonstrate a firm commitment to improve school stability and continuity for youth in care and custody. We have continued to work with OSSE and the local education agencies to implement new provisions of the Every Student Succeeds Act (ESSA) that support foster youth's school stability. For example, in August 2017, OWB education specialists contacted every D.C. school for which the agency did not have an identified foster care point of contact (POC) and asked for a contact to be named. This enabled CFSA to start the school year with an established point of contact at each school if the agency needs to address any issues related to a foster youth's school experience. CFSA has developed Memoranda of Understanding (MOUs) with local educational agencies (LEAs) to develop school stability transportation procedures that ensure a collaborative approach to planning and funding transportation for foster youth to maintain school stability.

CFSA is also updating the Educational Services policy to align with the foster care school stability provisions of the ESSA. This policy will clarify guidance on when and how best interest determinations should be made; and it will ensure the final determinations are documented, shared with all relevant parties, and reviewed to determine if updates are needed.

49. Provide an update on CFSA's efforts to gather aggregate data regarding the academic performance of the foster youth population.

CFSA negotiated agreements with the Office of the State Superintendent (OSSE) and Prince George's County Public Schools (PGPCS) to access the standardized test scores of all District foster youth attending DC Public Schools (DCPS), Public Charter Schools (DCPCS) and PGPCS who are required to take standardized tests. The scores provide an indicator of each youth's reading and math proficiency levels.

- a. Please provide any aggregate data the agency has available regarding the percentage of children in foster care who are at, above, or below grade level in math.** The following chart provides a breakdown of the standardized test scores from school year 2016-2017 provided to CFSA by Prince George's County Public Schools and the Office of the State Superintendent for Education.

MATH PERFORMANCE	Grades 3-8		Grades 9-12	
Overall Performance Score	Number of Youth with Score	Percent of Youth with Score	Number of Youth with Score	Percent of Youth with Score
Level 1: Did not meet expectations	105	50%	57	53%
Level 2: Partially met expectations	56	27%	32	30%
Level 3: Approached expectations	26	13%	11	10%
Level 4: Met expectations	13	6%	5	5%
Level 5: Exceeded expectations	8	4%	3	3%
TOTAL	208	--	108	--

- b. Please provide any aggregate data the agency has available regarding the percentage of children in foster care who are at, above, or below grade level in reading. The following chart provides a breakdown of the PARCC scores provided to CFSA by Prince George's County Public Schools and the Office of the State Superintendent for Education.

ENGLISH AND LITERACY PERFORMANCE	Grades 3-8		Grades 9-12	
Overall Performance Score	Number of Youth with Score	Percent of Youth with Score	Number of Youth with Score	Percent of Youth with Score
Level 1: Did not meet expectations	103	50%	66	68%
Level 2: Partially met expectations	60	29%	14	14%
Level 3: Approached expectations	33	16%	12	12%
Level 4: Met expectations	11	5%	4	4%
Level 5: Exceeded expectations	0	0%	1	1%
TOTAL	207	--	97	--

50. How many youth received tutoring in FY17 and to date in FY18?

FY2017	243
FY2018	165

- a. What is the total funding in the FY18 budget for tutoring? Explain any variance from FY17?**

CFSA's FY2018 tutoring budget is \$1,000,000. There is no variance in the budget from FY2017.

- b. Please identify each tutoring provider and the amount allocated in FY18? Explain any variance from FY17?** CFSA has two contracted tutoring providers: *A Plus Success, LLC* and *Soul Tree, LLC*. *A Plus Success* has been allocated a total of \$635,280 to provide tutoring service through June 2018 compared to its \$482,040 contract amount last year. *Soul Tree, LLC* has been allocated a total of \$376,032 for its services through June 2018, compared to its contract amount of \$329,880 last year.

The tutoring contract amounts are larger in FY2018 compared to FY2017 to accommodate the rising number of students the agency has connected to tutoring services in order to increase their academic skills and performance.

In addition, CFSA also entered into a new contract with *Lindamood-Bell*, an internationally renowned literacy program, to provide an intensive summer literacy program to foster youth performing below grade level in their reading skills. The contract is for \$93,050 to provide each participating student with a minimum of 120 hours of reading instruction from their *Lindamood-Bell* certified instructors.

c. What have been the outcomes of youth in tutoring?

Tutoring Outcomes

CFSA is able to measure a student's academic progress from in-home tutoring service by comparing the student's pre-service assessment diagnostic test results with the student's post-service assessment (a re-assessment of the student using the same diagnostic tool) results. Post-service assessments are generally administered every six months.

A comparison of the pre-service assessment and post-service assessment for 124 youth who received tutoring services from one of our two tutoring vendors, for six months to a year during FY2017, revealed the following measures of improvement in students' academic skills:

Reading Skills Outcomes after at least six months of tutoring service:

TOTAL = 79%* improved their Reading Skills; 56% improved their reading by ½ grade or more (see further breakdowns below).

- 13% have improved their reading by two or more full grade levels
- 16% have improved their reading by a full grade level to two grade levels
- 28% have improved their reading by a ½ grade to full grade level
- 22% have improved their reading by a ½ grade level

Math Skills Outcomes after at least six months of tutoring service:

TOTAL = 77%* improved their Math Skills; 57% improved their Math skills by ½ grade or more (see further breakdown below).

- 15% improved their math skills by two or more full grade levels
- 13% improved their math skills by a full grade level to two grade levels
- 29% improved their math skills by a ½ grade to full grade level
- 20% improved their math skills by ½ grade

For children who have received tutoring for a year or more, a second post-service assessment is given to the youth. For the current monitoring period, CFSA has 44 youth who fall in that category and have received scores which revealed the following results:

Reading Skills Outcomes after one year, or more, of tutoring service:

TOTAL = 80%* have improved their Reading Skills; 50% have improved their Reading Skills by full grade or more (see further breakdown below).

- 20% improved their reading by two or more full grade levels
- 30% improved their reading by a full grade level to two grade levels
- 14% improved their reading by a ½ grade to full grade level
- 16% improved their math skills by ½ grade or less

Math Skills Outcomes after one year, or more, of tutoring service:

TOTAL = 85%* have improved their Math Skills; 46% have improved their Math Skills by a full grade or more (see further breakdown below).

- 14% improved their reading by two or more full grade levels
- 32% improved their reading by a full grade level to two grade levels
- 30% improved their reading by a ½ grade to full grade level
- 9% improved their math skills by ½ grade or less

* The percentage of students not identified in each category are those who made no significant improvements in their post assessments for that particular category. These youth were identified as ones who were not available to reap the benefits of tutoring services due to a variety of circumstances, including periods of detention, hospitalization, or absconding; periods of emotional or placement instability that interfered with their ability to be available for tutoring service; and/or the youths' persistent resistance or refusal to make themselves available for the service or fully cooperate with the post assessment test administration.

Lindamood Bell Program Outcomes:

A total of 12 at-risk youth in grades 3-8 completed CFSA's *Lindamood-Bell* Summer Literacy Program from July 5 – August 1, 2017. Students received an average of 117 hours of instruction from *Lindamood-Bell's Seeing Stars* program, focused on developing the decoding and phonemic awareness skills necessary for reading mastery.

To measure program outcomes, each participating student was administered a pre-test, including a battery of standardized assessments, to determine their performance levels before instruction began and the same battery of tests as a post-test upon program completion. Comparison of the participating students' pre and post test scores, revealed the following outcomes:

- 2.5 average grade level improvement in word attack skills
- 1.6 average grade level improvement in reading accuracy
- 1.1 average grade level improvement in reading fluency

51. How many youth received mentoring services in FY17 and to date in FY18?

FY2017	132
FY2018	99

- a. What is the total funding in the FY18 budget for mentoring? Explain any variance from FY17?** CFSA's FY2018 mentoring budget is \$500,000. There is no variance in the budget from FY2017.
- b. Please identify the each mentoring provider and the amount allocated in FY18? Explain any variance from FY17?** Best Kids, Inc. is CFSA's mentoring provider. The mentoring service contract is \$500,000. There is no variance from FY2017.
- c. What have been the outcomes of youth in mentoring?**

FY2017 mentoring outcomes

- Cognitive Functioning:
 - 87 percent of surveyed youth increased their scholastic competence and educational expectations.
 - 85 percent of surveyed youth increased their grades.
- Emotional/Behavioral Functioning:
 - 97 percent of surveyed caregivers report youth increased their feelings of empowerment.
 - 82 percent of surveyed caregivers report youth increased their self-esteem and self-expectations.
- Social Functioning:
 - 82 percent of surveyed youth report increased feelings of parental trust.
 - 86 percent of surveyed youth report increased social acceptance and relationships with their peers.
- Risky Behaviors:
 - 88 percent of surveyed youth report increased feelings of risk avoidance.
- Involvement of caregiver: The caregiver has an intricate role in the mentoring relationship they provide support and encouragement to the youth as well as insight to the mentor with regards to issues and behaviors.

FY2018 mentoring outcomes

- Cognitive Functioning:
 - 100 percent of surveyed youth increased their scholastic competence and educational expectations.
 - 84 percent of surveyed youth increased their grades.
- Emotional/Behavioral Functioning:
 - 100 percent of surveyed caregivers report youth increased their feelings of empowerment.
 - 83 percent of surveyed caregivers report youth increased their self-esteem and self-expectations.
- Social Functioning:
 - 100 percent of surveyed youth report increased feelings of parental trust.
 - 86 percent of surveyed youth report increased social acceptance and relationships with their peers.
- Risky Behaviors:
 - 89 percent of surveyed youth report increased feelings of risk avoidance.
- Involvement of caregiver: The caregiver has an intricate role in the mentoring relationship they provide support and encouragement to the youth as well as insight to the mentor with regards to issues and behaviors. As a result, participation rates for children 12 and under increased and remained consistent.

52. Regarding youth in high school and GED programs, please provide the following for the 2016-2017 school year and the 2017-2018 year to date:

- a. The number of youth in foster care currently attending high school by grade (9th, 10th, 11th, 12th);**

Grade	# of Youth School Year 2016-2017	# of Youth School Year 2017-2018
9 th	82	48
10 th	57	69
11 th	51	33
12 th	62	53
TOTAL	252	203

- b. The number of youth in foster care who graduated high school in FY17;**

SY2016-2017	33
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- c. The high school graduation rate for youth in foster care as of the end of the 2016-2017 school year, including an explanation of how this rate was calculated;**

School Year	# of High School Seniors Graduated	# of High School Seniors
2016-2017	53 (73%)	73

The high school graduation rate at the end of the academic year was calculated by dividing the number of youth who graduated from the 12th grade (53) by the end of school year by the number of foster youth who were in the 12th grade (73) at the beginning of the year.

- d. The number of youth who received their GED;**

FY2018	4
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- e. **The number of youth who received graduation certificates;**

FY2018	1
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- f. **The median grade point average for youth ages 15-21.** Based on its data-sharing agreements, CFSA now has access to GPA information for youth enrolled in DCPS and PGCPs high schools (grades 9-12).

In the 2016-2017 school year, CFSA had access to the grade point average (GPA) for 99 youth enrolled in DCPS and PGCPs schools as of the last day of the school year. The range of GPAs included a low of 0 to a high of 4.14, with an average GPA of 1.92 and a median GPA of 1.84.

For the current year, through access to DCPS data, CFSA has GPA information current through term one of the 2017-2018 school year for 47 CFSA youth (21.4 percent of all CFSA youth enrolled in high school). The range of GPA included a low of 0.26 to a high of 4.14, with an average GPA of 2.07 and a median GPA of 2.08.

For the current year, through access to PGCPs data, CFSA has GPA information through term two of the 2017-2018 school year for 34 CFSA youth (15 percent of all CFSA youth enrolled in high school). The range of GPA included a low of 0 to a high of 3.0 with an average GPA of 1.77 and a median GPA of 1.9.

- g. **The number of youth who dropped out;**

FY2018	4
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- h. **The high school graduation rate for youth in foster care as of the end of the 2016-2017 school year, including an explanation of how this rate was calculated.** See response to question 52c.
- i. **A list of schools attended by foster youth, by ward, and the number of youth in each school.** As of CFSA's most recent school enrollment reconciliation completed in October 2017, the Agency had 588 foster youth enrolled in K-12 or in a school-based Pre-K program across several jurisdictions and states beyond the District of Columbia. The breakdown of location or school type is included below, with the specific school breakdown following.

School Type/Location	# of Youth
District of Columbia Public Schools	216
District of Columbia Public Charter Schools	138
Prince George's County Public Schools	101
Other Surrounding Counties Public Or Charter Schools (Anne Arundel, Baltimore, Charles, Montgomery County, Virginia, Howard, Other)	37
Private Schools	15
Residential Programs	12
Non-Public Special Education Schools	69
Total Youth in K-12 or School Based Pre-K Program	588

CFSA Youth Enrolled in DCPS and DC Charter Schools by Ward		
Ward	Number of Youth	Percentage of Youth
1	40	11%
2	4	1%
3	5	1%
4	29	8%
5	62	18%
6	49	14%
7	84	24%
8	81	23%
Total	354	

District of Columbia Public Schools	# of Youth	Ward
Aiton ES	6	7
Amidon Bowen ES	3	6
Anacostia HS	1	8
Ann Beers ES	1	7
Ballou HS	5	8
Ballou STAY	8	8
Bancroft ES	1	1
Barnard ES	2	7
Brightwood EC	1	4
Brookland MS	1	5
Browne EC	2	5
Burroughs EC	1	5
Burrville ES	8	7
C W Harris ES	5	7
Cardozo EC	11	1
Cleveland ES	1	1
Columbia Heights EC	5	1
Coolidge HS	4	4
Drew ES	2	7
Dunbar HS	5	5
Eastern HS	6	6
Garfield ES	2	8
Garrison ES	1	2
Hart MS	2	8
HD Cooke ES	2	1
HD Woodson HS	8	7
Hearst ES	1	3
Hendley ES	1	8
Houston ES	3	7
JC Nalle ES	7	7
Jefferson MS	1	6
JO Wilson ES	3	6
Johnson MS	3	8
Kelly Miller MS	3	7
Ketcham ES	5	8
Kimball ES	4	7
King ES	1	8
Langdon ES	3	5
Langley ES	1	5

LaSalle Backus EC	2	4
Luke C Moore HS	6	5
Malcolm X ES	2	8
Martin Luther King Jr. ES	1	8
Maury ES	1	6
McKinley Tech EC	2	5
Miner Elementary	1	6
Moten ES	4	8
New Beginnings Vocational - Youth Services Center	7	5
Noyes ES	1	5
Patterson ES	3	8
Payne ES	4	6
Phelps HS	2	5
Plummer ES	3	7
Randall Highland ES	2	7
Raymond EC	1	4
River Terrace EC	4	7
Ron Brown College Preparatory HS	4	7
Roosevelt HS	5	4
Roosevelt STAY HS	1	4
School Without Walls at Francis Stevens	3	2
Shepherd ES	1	4
Simon ES	1	8
Smothers ES	3	7
Takoma EC	1	4
Thomas ES	1	7
Truesdale EC	5	4
Turner ES	3	8
Tyler ES	1	6
Walker Jones ES	1	6
Washington Metropolitan HS	3	1
Watkins ES	1	6
WB Patterson ES	1	8
West EC	1	4
Wheatley EC	2	5
Woodrow Wilson HS	1	3
Whittier EC	2	4
Total	217	

District of Columbia Public Charter Schools	# of Youth	Ward
Achievement Prep Academy PCS	5	8
Bridges PCS	2	5
Briya PCS Adams Morgan	1	1
Cesar Chavez Parkside MS	2	7
Cesar Chavez Capitol Hill PCS	1	1
Center City PCS – Capitol Hill Campus	1	1
Center City PCS - Trinidad Campus	2	5
Cesar Chavez Parkside MS	2	7
Children's Guild PCS	4	6
City Arts and Prep PCS	1	5
Creative Minds International PCS	5	5
DC Prep Benning Rd Elementary Campus	1	7
DC Prep Edgewood Elementary Campus	3	5
DC Prep Anacostia Elementary Campus	2	8
Democracy Prep Congress Heights PCS	3	8
E.L. Haynes ES	1	4
Eagle Academy PCS - Congress Heights	5	8
Early Childhood Academy PCS	3	8
E.L. Haynes HS	1	4
Excel Academy PCS	3	8
Friendship Woodridge International Elementary & Middle	2	5
Friendship Armstrong Elementary	1	5
Friendship Collegiate Academy	2	7
Friendship Blow Pierce Elementary & Middle	4	7
Goodwill EXCEL	4	8
Howard University Middle School of Mathematics & Science	1	1
IDEA PCS	2	7
Imagine Hope Community Charter School - Tolson Campus	1	5
Ingenuity Prep	3	8
Kingsman Academy PCS	4	6
KIPP DC Grow Academy	1	6
KIPP DC Lead Academy	1	6
KIPP DC Valor Academy	1	7
KIPP DC WILL Academy	2	6
KIPP DC AIM Academy	3	8
KIPP DC College Preparatory	1	5
KIPP DC Discover Academy	2	8
KIPP DC Northeast Academy	1	5

District of Columbia Public Charter Schools	# of Youth	Ward
KIPP DC Quest Academy	1	7
KIPP DC Connect Academy	1	5
KIPP Learning Ctr/Aim	1	8
LAYC Youth Build PCS	1	1
Mary McLeod Bethune Day Academy PCS	2	5
Maya Angelou High School	9	1
Monument Academy PCS	5	6
National Collegiate PCS	1	8
Paul PCS	3	4
Perry Street PCS	5	5
Richard Wright PCS	4	6
Rocketship PCS – Legacy Prep	1	7
Rocketship PCS – Rise Academy	3	8
SEED PCS	2	7
Somerset Preparatory Academy PCS	1	8
St. Coletta Special Education PCS	6	6
Sustainable Future PCS	3	1
Thurgood Marshall Academy PCS	2	8
Washington Math Science Tech PCS	2	5
Total	137	

PG County Public Schools	# of Youth
Accokeek Academy	3
Arrowhead ES	1
Avalon ES	2
Baden ES	2
Barack Obama ES	3
Benjamin Stoddert MS	1
Benjamin Tasker MS	1
Bowie High School	2
Bradberry Heights ES	1
Brandywine ES	1
C. Elizabeth Rieg School	1
Capital Heights ES	1
Charles Flowers HS	1
Cherokee Lane ES	1
Clinton Grove ES	1
Concord ES	3
Coopers Lane Academy	1
Cora L. Rice ES	2
Crossland HS	5
Doswell Brooks ES	1
Drew MS	1
DuVal HS	2
Eleanor Roosevelt HS	1
Eugene Burroughs MS	1
Fairmont Heights HS	2
Forest Heights ES	1
Fort Foote ES	1
Frederick Douglass HS	1
Green Valley ES	1
Greenbelt MS	1
Gwynn Park MS	1
High Point HS	1
Hillcrest Heights ES	1
James Madison MS	1
James Ryder Randall ES	3
Judge Sylvania Woods ES	1
Kettering ES	2
Kettering MS	1
Kingsford ES	1

PG County Public Schools	# of Youth
Largo HS	3
Marlton ES	1
Oxon Hill HS	2
Parkdale HS	1
Patuxent ES	1
Perrywood ES	1
Potomac HS	2
Potomac Landing ES	2
Robert R. Gray ES	3
Rosaryville ES	1
Rose Valley ES	1
Springhill Lake ES	1
Suitland ES	5
Suitland HS	3
Tayac ES	1
Thurgood Marshall MS	3
Tulip Grove ES	1
Village Academy	2
Walden Woods ES	1
Walker Mill MS	2
Wise Senior HS	6
Total	101

Other Surrounding Counties Public or Charter Schools	# of Youth
Anne Arundel County	
Anne Arundel High School	1
Subtotal	1
Baltimore City	
Forest Park High School	1
Subtotal	1
Baltimore County	
Villia Crest Elementary School	2
Subtotal	2
Charles	
Benjamin Stoddard Middle School	1
Berry Elementary	1
Henry E. Lackey HS	1
Malcolm ES	2
Mary B. Neal Elementary School	1
Mary Matula Elementary	1
William Wade Elementary School	1
Subtotal	8
Howard	
Patuxent Valley Middle School	1
Subtotal	1
Montgomery	
Albert Einstein High School	1
Blair High School	1
Burnt Mills ES	1
Georgian Forest ES	1
Montgomery Knolls	1
Newport Mill Middle School	2
Northwood High School	2
Shady Grove MS	1
Sherwood Elementary	1
Thurgood Marshall ES	1
Wheaton High School	1
Rock Creek Forest ES	1
Subtotal	14
Other	
Bremen High School	1
Mountain View ES	2
Subtotal	3
Virginia	

Other Surrounding Counties Public or Charter Schools	# of Youth
Armstrong HS	1
Carl Sanburg Middle School	1
Chimboraza Elementary School	1
Marshall HS	1
Martin Luther King, Jr. Middle School	1
Monacan High School	1
Robinson Middle School	1
Subtotal	7
Grand Total	37

Private Schools	# of Youth
Archbishop Carroll High School	2
Capitol Hill Montessori	1
Cornerstone School	3
La Petite Academy	1
Model Secondary School for the Deaf	1
Riverdale Baptist School	2
Washington Waldorf School	1
YMCA Ayrilawn Children's Center	1
Total	12

Residential Treatment/PRTF Programs	# of Youth
Devereux Behavioral Facility	2
Mountain Manor Treatment Center	1
Woodbourne Residential Treatment Facility	1
Ackerman Academy/Devereux Behavioral Facility	1
Hermitage Hall	1
Kids Peace Diagnostic Assessment Center	1
New Hope Treatment Center	1
Youth for Tomorrow	1
Grafton School Berryville	1
Harbor Pointe Behavior Health	1
Youth for Tomorrow	2
Cumberland Hospital for Children & Adolescents	1
Total	14

Non-Public Special Education Schools	# of Youth
Accotink Academy	8
Episcopal Center for Children	4
High Road of Maryland Upper School Prince Georges County	6
Kingsbury School	1
Pathways School Edgewood Silver Spring, MD	1
Phillip's School Laurel MD	10
Phillips School Annandale VA	2
St Coletta of Greater Washington	2
The Chelsea School	1
The Children's Guild	11
The Foundation School of PG County	4
The Frost School	1
The Kennedy School	6
The Lourie Center for Children's Social & Emotional Wellness	2
The Monroe School	3
The Phillips School - Annandale	1
The Village Academy of Maryland	1
The Village Academy of Washington	6
Total	70

53. Regarding college preparation and college attendance, please provide the following for the 2016-2017 school year and the 2017-2018 year to date:

- a. **The number of youth enrolled in graduate school;**
- b. **There are currently no youth enrolled in graduate school.**
- c. **The number of youth who received an associate's degree, bachelor's degree, or master's degree;**

Fiscal Year	Associate's Degree	Bachelor's Degree	Master's Degree
FY2017	0	6	0
FY2018	0	2	0
TOTAL	0	8	0

- d. **Number of youth who dropped out of college. If known, please provide the reasons that youth did not stay in school and the highest level the youth completed;**

FY2017 Reason Youth Left College	# of Youth
Mental Health Issues	1
Employment	7
Parenting	1
Dismissed by Institution	2
Academic Probation/Dismissal	7
TOTAL	18

FY2018 Reason Youth Left College	# of Youth
Mental Health Issues	1
Pregnant/Parenting	1
Employment/Vocation	6
Miscellaneous	1
TOTAL	15

- i. The number of youth who took college remedial classes; and

FY2017	21
FY2018	9

- ii. The number of youth who received ETV funding.

FY2017	21
FY2018	9

54. Regarding vocational programs, please provide the following for FY17 and FY18 to date:

- a. The number of youth participating in OYE's Career Pathways program;

FY2017	121
FY2018	80

b. The number of youth enrolled in vocational programs;

FY2017	35
FY2018	16

c. The names of vocational programs in which youth are enrolled;

Vocational Program	FY2017 # of Youth Enrolled	FY2018 # of Youth Enrolled
AAAI Fitness	1	0
Bennett Career Institute	2	2
Colorado Security	1	0
DC Fire Department	1	0
DYRS Achievement Center	4	1
Goodwill Excel Center	1	1
GSSC Security Training	2	0
Healthwrite	1	0
Job Corps	1	1
LAYC Career Pathways	0	1
Maya Angelou Youth Achievement Learning Center	2	0
Nai Xander Construction	0	2
NowWorks	1	0
NursesOne	1	0
Roosevelt Stay	0	1
State Farm	1	0
American Traffic Safety Services Association	1	0
UDCC-Workforce Development	1	2
VMT Education Center	8	2
Westlink	6	2
Year Up	0	1
TOTAL	35	16

- d. The number of youth who successfully completed vocational programs; and

FY2017	18
FY2018	6

- e. The number of youth who enrolled but failed to complete vocational programs.

See responses to question 55f.

- f. For youth who failed to complete vocational programs, what reasons were provided for not completing programs?

Reasons not Completed	FY2017 # of youth	FY2018 # of youth
Attendance Issues	8	1
Still Enrolled	4	6
Behavioral Concerns	1	0
Mental Health Concerns	2	0
Unable to Fulfill Requirements	1	2
Full Time Employment Opportunity	0	1
Failed Entrance Exam	1	0
TOTAL	17	10

55. How many youth receive education support and services through the Department of Disability Services?

CFSA and DDS signed a data sharing agreement in FY2017 and began conducting a monthly cross match of clients served. DDS serves youth aged 18 and older. A total of 10 family caregivers were involved with both CFSA and DDS. In FY2017, seven OYE youth received DDS RSA services.

In FY2018, a total of 14 family caregivers were involved with both CFSA and DDS. In FY2018, five OYE youth received DDS-RSA services.

56. On December 31, 2015, CFSA released the Current Educational Services and Career Planning at the Child and Family Services Agency Comprehensive Analysis. This report recommended, amongst many things, substantial increase to the budget for tutoring services and earlier college preparation and career exploration. Please provide a summary of the Agency's efforts to implement the report's recommendations since FY16 and the agency's plan for implementing the report's outstanding recommendations.

Since FY2016, CFSA has taken the following steps to implement the report's recommendations.

Staffing

In August 2016, the CFSA Office of Well Being (OWB) hired two new FTEs as 8th grade educational specialists to provide direct educational supports and intervention to 8th grade students in care.

In the summer of 2016, the Office of Youth Empowerment's (OYE) Career Pathways Unit underwent restructuring of current staff in order to expand educational/career support to youth in grades 9-10. In addition, one new FTE was added to the Education Unit. OYE now has five full time staff members who provide targeted career and academic supports to youth in grades 9-12.

Training

During September through October of 2016, all CFSA educational specialists completed a series of trainings, including:

Trainings	Content Covered
Endless Dreams Curriculum (conducted by the ABA)	Strategies to improve educational outcomes for youth in care
Maneuvering the Public Education System (internal 3 day training)	Enrollment, school stability, attendance and truancy policies, special education and other accommodations for youth with disabilities, school discipline and bullying policies, and community based resources
IEP/504 Part I (conducted by OSSE)	Increase specialists' familiarity with IEP content and development eligibility for IEP vs 504 accommodations
IEP/504 Part II (conducted by OSSE)	How to interpret the IEP to ensure appropriate transitions are in place, access transitional services after high school, and how to support students to advocate for their special education rights

Increased Academic Supports

CFSA increased its tutoring budget from \$500,000 in FY2016 to \$1million and FY 2017. With the increased budget, CFSA was able to increase the number of students receiving tutoring services from 104 in FY2015 to 243 in FY2017, a 133 percent increase. In addition, CFSA used its educational data to target services to students who demonstrated the most academic need. Also see question 50c for additional outcome data.

CFSA provided a summer literacy program to some of its most at-risk students via a new contractual relationship with *Lindamood-Bell*, a nationally renowned literacy center. Twelve students in grades 3-8, identified as reading below grade level, received over 100 hours of small group instruction, using *Lindamood-Bell's Seeing Stars* curriculum to enhance their phonics, word attack, and decoding skills. Also see Question 50c for additional outcome data.

Educational Supports and Services

CFSA has developed a standard set of educational practices to ensure consistency of support for our youth. Since August 2016, CFSA educational and resource specialists, supporting grades 8th – 10th, provided the following educational supports and services to our families:

Grade	FY2016 to FY2018
8 th Graders	<ul style="list-style-type: none">● Developed a student-led education plan which is created for each student and revisited throughout the year;● Secured access to an online career navigation tool and conducted an interest inventory/assessment for each student at the start of the year;● Connected with each student biweekly to check in on school performance and progress on identified goals in education plan;● Used the Check and Connect tool to collect and document performance level data (attendance, disciplinary actions, etc.) each month and reviewed data with students and share with parent/caregiver and school staff;● Implemented appropriate interventions as necessary to address any issues/needs identified;● Reviewed report cards and submitted tutoring referrals for youth who are failing two or more core subjects;● Secured the necessary services and supports they need to successfully complete 8th grade (i.e., special education services, mentoring services, counseling support and mental health services);● Provided guidance and support with HS school choice options; and● Provided ongoing training and support on career exposure and development throughout the year via workshops, events, etc.

Grade	FY2016 to FY2018
9 th -12 th grade	<ul style="list-style-type: none"> ● Met with student and team regularly to review student's educational planning and performance; ● Troubleshoot school-based issues and connect youth to appropriate support services. ● Attended 30-day review meetings, transitional planning meetings, OYE Jump, Start, and IEP/504 meetings to assist teams with educational planning and problem solving; ● Provided 1:1 resume building, career development and individual career counseling assistance; ● Ensured all youth registered and attended orientation workshops for DC Summer Youth Employment Program and established summer plans; ● Facilitated local college tours and provided assistance with completing college applications and financial aid documents for seniors; ● Provided guidance to social workers with issues such as school enrollment, academic supports, college and career preparation and post-secondary support; ● Gathered educational status information and track any school placement changes annually; ● Monitor academic progress and promotion to next grade level; and ● Organized Educational Events (i.e., Pathways to Success) for students and families to increase their knowledge of resources, enhance their self-advocacy skills and expose them to ways they can support youth with their education.

Grade	FY2016 to FY2018
College	<ul style="list-style-type: none"> ● Met with student and team regularly to review student's educational planning and performance; ● Troubleshoot school-based issues and connect youth to appropriate support services. ● Meet with the youth and or group sessions to discuss steps for a successful transition to post-secondary transition. ● Complete individual financial plan for 4 years to help identify gaps in funding and where youth can identify scholarships; ● Connected students with available campus resources (i.e. academic advisors, disability service offices) and off campus resources (i.e. private tutors). ● Hosted multifaceted college workshops (per semester) that demonstrate how to be successful in post-secondary education; ● Provided 1:1 resume building, career development and individual career counseling assistance. ● Conducted an annual workforce development conference; ● Ensured all youth register and attend orientation workshops for DC Summer Youth Employment Program and establish summer plans; ● Provided guidance to social workers upon the social worker or youth's referral or request for help with issues such as school enrollment, school choice, academic supports, college and post-secondary support; ● Attended 30-day review meetings, transitional planning meetings and OYE Jump Start meetings to assist team with educational planning and problem solving; and ● Provided tutoring as a resource through OWB for students in in College that is subject related and on a college level.

Plan for implementing outstanding recommendations:

In the remainder of FY2018, CFSA will:

- Work collaboratively with NCCF to ensure continuity of educational services and supports for all youth in care and measure performance;
- Further refine its benchmarks for students to progress academically in each grade;
- Develop a standardized set of tools and practice standards for all educational specialists to utilize in their service delivery to ensure more consistency of practice;
- Increase support around 504 compliance and IEP development; and
- Evaluate the effectiveness of the program design, and assess the effectiveness of strategies and tools.

Employment

57. How many youth participated in OYE's subsidized employment program in FY17? FY18 to date? Please provide the employers with which CFSA partnered for this program, and the number of youth who took part in an internship with each provider.

FY2017	31
FY2018	13

Employer	FY2017 # of Youth	FY2018 # of Youth
Department of Public Works	1	0
Busy Bee Nutty & Fruity	2	0
Urban Alliance	17	12
DC Office of Human Rights	1	0
Bennett Career Institute	2	0
Providence Hospital	1	0
DC Parks and Planning	1	0
Many Languages, One Voice	1	0
TJ Maxx	1	0
Boys & Girls Club of Washington	1	0
DCHR	1	0
Martha's Table	1	0
Paradies Lagadere	1	0
PG Sports and Learning Center	0	1
TOTAL	31	13

58. Regarding youth employment and training, please provide the following for FY17 and FY18 to date:

a. How much funding (local and federal) is the agency spending on training and employment opportunities for foster youth?

Fiscal Year	Local (Subsidized Employment dollars)	Federal (CHAFEE Grant Dollars)
FY2017	\$113,443	\$89,003
FY2018	\$27,849	\$12,457

- b. The names of organizations receiving funding from the agency to provide employment training to foster youth, the amount of funding allocated to each organization, and the number of youth served by each organization.

Program and FY2017 youth participants	FY2017	# Served	FY2018	# Served
VMT	\$3,050	3	\$2,307	2
Westlink	\$9,540	2	\$0	0
Urban Alliance	\$65,832	17	\$26,425	12
General Securities Services Consultants	\$1,217	1	\$0	0
TOTAL	\$79,639	23	\$28,732	14

- c. Number of youth who are age 21 and are employed or enrolled in a vocational program.

Fiscal Year	Employed	Vocational Program
FY2017	53	1
FY2018	14	0

59. Regarding youth in foster care between the ages of 18 and 21, please indicate the following for FY17 and FY18 to date:

- a. The number of youth between the ages of 18 and 21;

FY2017	182
FY2018	175

- b. The number of youth between the ages of 18 and 21 who are employed full-time and part-time;

FY2017	
Full-Time	36
Part-Time	65
TOTAL	101

FY2018	
Full-Time	30
Part-Time	42
TOTAL	72

c. The types of jobs have been obtained;

Type of Job	FY2017	FY2018
Administrative	7	0
Childcare	3	1
Construction	1	3
Customer Service	3	16
Food Service	34	28
Government	2	3
IT	2	0
Medical	2	2
Other	6	6
Retail	25	11
Security	3	2
SYEP	13	0
Total	101	72

d. Of the youth ages 18 to 21 who are not employed, how many are currently attending high school? A GED program? College? A vocational program? None of these?

Status	# of Youth
Enrolled in HS	54
Enrolled in College	34
Enrolled in GED Program	4
Enrolled in Vocational / Technical Program	11
Employed	23
Participating in Internship	8
Disconnected	41
Total	175

- e. The number of youth between the ages of 18 and 21 who are enrolled in a 4-year college full-time and part-time;

FY2017	Ages 18-21
Full-Time	26
Part-Time	0
TOTAL	26

FY2018	Ages 18-21
Full-Time	24
Part-Time	1
TOTAL	25

- f. The number of youth between the ages of 18 and 21 who are enrolled in a 2-year college full-time and part-time;

FY2017	Ages 18-21
Full-Time	18
Part-Time	5
TOTAL	23

FY2018	Ages 18-21
Full-Time	8
Part-Time	4
TOTAL	12

- g. The number of youth between the ages of 18 and 21 who are enrolled in vocational training;

FY2018	16
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- h. The number of youth between the ages of 18 and 21 who are attending high school and

FY2018	54
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- i. The number of youth between the ages of 18 and 21 who are enrolled in a GED program.

FY2017	12
FY2018	4

Youth Aftercare Program

60. Regarding youth aftercare services, please indicate the following:

- a. The number of youth who turned age 19 ½ during FY17. FY18 to date.

FY2017	68
FY2018	16

- b. Of the youth who turned 19 ½ during FY17, how many were referred for aftercare services? How many were referred within 1 month of turning 19 ½? Within 3 months? 6 months? 9 months? 12 months? Longer than 12 months?

See response to question 62.

- c. How many of the youth described in (b), above, have been assigned an aftercare provider?

See response to question 62.

- d. **Of the youth who turned 19 ½ during FY18 to date, how many were referred for aftercare services? How many were referred within 1 month of turning 19 ½? Within 3 months? 6 months? 9 months? 12 months? Longer than 12 months?**

See response to question 62.

- e. **How many of the youth described in (d), above, have been assigned an aftercare provider?**

See response to question 62.

- f. **What data does CFSA collect regarding the aftercare services provided to youth after they turn 21, the effectiveness of these services, and the outcomes for youth who receive aftercare services?**

CFSA collects data regarding aftercare services directly from the provider, the Young Women's Project (YWP), for youth who aged out of foster care and accessed services. CFSA collects quantitative and qualitative information from YWP to determine outcomes and to track progress. In addition to capturing the total number of youth aftercare clients served, YWP also captures data related to housing, vocational, education, training, and employment skills. All data are validated during a quarterly review using a sample of open and closed case records.

61. Regarding youth who aged out of foster care, please indicate the following for FY17 and FY18 to date:

- a. **The number of youth who aged out of foster care.**

FY2017	70
FY2018	16

- b. The number of youth who were employed full-time at the time they aged out. Employed part-time. For those youth who were not employed, what was the reason?

FY2017	
Full-Time	9
Part-Time	11
Unemployed	33
Total:	53

FY2018	
Full-Time	4
Part-Time	4
Unemployed	6
Total:	14

Reasons for not working	FY2017	FY2018
Abscondence	3	2
College	3	0
DDS	8	0
Job Corps	1	0
Enrolled in Vocational Training	1	0
Incarceration	3	1
Pregnant/New Mother	1	0
Not engaged	4	1
Seeking Employment	8	2
Mental Health	1	0
TOTAL	33	6

- a. Among youth who aged out, at the time of their 21st birthday, how many had stable post-emancipation housing in place? Please provide a breakdown of the types of anticipated living arrangements (e.g. own apartment, apartment with roommate, college dorm, staying with former foster parent, staying with biological parent, staying with other family member, staying with friends, abscondence, incarcerated, shelter system, no housing identified, etc.).

	# of youth with stable housing	# of youth with unstable housing	Total
FY2017	45	8	53
FY2018	12	2	14

Type of Living Arrangements	FY2017	FY2018
Stable Housing		
College Dorm/Job Corps	3	0
DDS Placement	8	0
Family	10	1
Former Foster Parent	9	5
Own Apartment	8	4
Staying with Mentor/friend	1	0
Transitional Housing	6	2
Unstable Housing		
Abscondence	3	1
Shelter/homeless	1	0
Incarcerated	3	1
Mental Health Facility	1	0
TOTAL	53	14

d. What resources, referrals, or support did CFSA offer when youth who aged out had no housing identified at the time of their 21st birthday?

CFSA connects youth with aftercare supports before their 21st birthday to assist with identifying housing. CFSA makes referrals to transitional housing programs throughout the city which include Wayne Place and DBH supportive housing. Youth can be referred to the Mayor's Services Liaison Office and CFSA's Rapid Housing program, if qualified to apply. The aftercare provider also plays a vital role in continuing to support youth in identifying stable housing options.

62. During FY17, CFSA amended its contract with Young Women's Project, thereby requiring youth to turn 20 ½ before they are referred to the Young Women's Project. What did CFSA intend to achieve with this change? Summarize the impact this change has had on youth's achievement of the Transition-to-Adulthood outcomes and benchmarks. What did resources, referrals, or support did CFSA offer when youth who aged out had no housing identified at the time of their 21st birthday?

The change in age of aftercare referrals to age 20 ½ was implemented to avoid duplication of services to youth. While in foster care, youth have access to the following supports through CFSA and the Office of Youth Empowerment: individualized transition planning, educational support, connections to supportive services and agencies, career pathways support, financial management, and transition planning support through the JumpStart process.

CFSA's data on youth outcomes indicate that the change did not have an impact on youth achievement of the *Transition to Adulthood* outcomes and benchmarks as all the necessary supports and services required for achieving the benchmarks are available while youth are still in care.

In addition, not all youth are referred for aftercare services but should be working toward achieving the benchmarks while in foster care. For youth who do not have a solid housing plan upon turning 21, see response to question 61e.

Placements and Providers

63. Provide the following by age, gender, race, provider, location, daily rate and time in care during FY17 and FY18 to date:

- a. Total number of foster children and youth;**
- b. Total number of foster children and youth living in foster homes;**
- c. Total number of foster children and youth living in group homes;**
- d. Total number of foster children and youth living in independent living programs;**
- e. Total number of foster children and youth living in residential treatment centers; and**
- f. Total number of foster children and youth in abscondence, and the length of time they have been in abscondence.**

FY2017

Age	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
0	11	18	29	0	0	0	0	0	1	30
1	27	35	62	0	0	0	0	0	1	63
2	18	24	42	0	0	0	0	0	0	42
3	19	24	43	0	0	0	0	0	0	43
4	9	30	39	0	0	0	0	0	1	40
5	14	23	37	0	0	0	0	0	0	37
6	19	28	47	0	0	0	0	0	0	47
7	10	28	38	0	0	0	0	0	0	38
8	10	34	44	0	0	0	0	0	0	44
9	9	18	27	0	0	0	2	2	2	31
10	6	20	26	0	0	0	0	0	0	26
11	6	20	26	0	0	0	1	1	0	27
12	6	20	26	0	0	0	0	0	0	26
13	6	21	27	0	1	0	3	4	0	31
14	9	26	35	0	4	0	2	6	0	41
15	7	27	34	0	5	0	0	5	7	46
16	12	35	47	1	7	0	1	9	6	62
17	2	25	27	0	10	0	4	14	4	45
18	7	29	36	0	11	5	0	16	11	63
19	2	31	33	0	7	14	0	21	7	61
20	3	26	29	0	4	15	0	19	7	55
Total	212	542	754	1	49	34	13	97	47	898

FY2017

Gender	Foster Homes		Group Settings						Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Subtotal	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
Female	92	270	362	0	21	26	7	54	17	433
Male	120	272	392	1	28	8	6	43	30	465
Total	212	542	754	1	49	34	13	97	47	898

FY2017

Race	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
Asian	0	7	7	0	0	1	0	1	0	8
Black or African American	187	468	655	1	42	28	12	83	39	777
Hispanic	15	53	68	0	7	5	1	13	8	89
White	0	5	5	0	0	0	0	0	0	5
No Race Data Reported	9	8	17	0	0	0	0	0	0	17
American Indian/Alaskan Native	1	0	1	0	0	0	0	0	0	1
Unable to Determine	0	1	1	0	0	0	0	0	0	1
Total	212	542	754	1	49	34	13	97	47	898

FY2017

Provider Location	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
DC	100	206	306	1	42	34	0	77	41	424
MD	97	333	430	0	5	0	1	6	2	438
VA	8	1	9	0	2	0	5	7	3	19
Other States	7	2	9	0	0	0	7	7	1	17
Total	212	542	754	1	49	34	13	97	47	898

FY2017

Time in Care	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
0 - 3 Months	17	61	78	0	5	0	0	5	7	90
4 - 6 Months	28	51	79	0	1	0	1	2	1	82
7 - 12 Months	41	61	102	1	2	0	2	5	3	110
13 - 24 Months	63	119	182	0	13	3	5	21	6	209
25+ Months	63	250	313	0	28	31	5	64	30	407
Total	212	542	754	1	49	34	13	97	47	898

FY2017

Time in Abscondence (As of September 30, 2017)	Total Children
0 - 3 Months	12
4 - 6 Months	4
7 - 12 Months	1
13 - 24 Months	0
25+ Months	0
Total	17

FY2018

Age	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
0	8	21	29	0	0	0	0	0	3	32
1	32	28	60	0	0	0	0	0	1	61
2	17	25	42	0	0	0	0	0	1	43
3	16	30	46	0	0	0	0	0	1	47
4	17	26	43	0	0	0	0	0	0	43
5	14	21	35	0	0	0	0	0	1	36
6	10	24	34	0	0	0	0	0	0	34
7	15	30	45	0	0	0	0	0	1	46
8	8	27	35	0	0	0	0	0	1	36
9	9	24	33	0	0	0	1	1	0	34
10	8	17	25	0	0	0	1	1	2	28
11	4	21	25	0	0	0	1	1	0	26
12	7	19	26	0	0	0	0	0	0	26
13	9	14	23	1	2	0	3	6	2	31
14	7	25	32	0	6	0	1	7	1	40
15	8	22	30	0	4	0	0	4	6	40
16	14	27	41	1	6	0	1	8	7	56
17	2	23	25	0	16	0	2	18	4	47
18	5	36	41	0	9	5	0	14	10	65
19	1	32	33	0	6	13	0	19	7	59
20	2	23	25	0	6	14	0	20	6	51
21	0	1	1	0	0	0	0	0	0	1
Total	213	516	729	2	55	32	10	99	54	882

FY2018

Gender	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
Female	86	265	351	2	22	26	5	55	21	427
Male	127	251	378	0	33	6	5	44	33	455
Total	213	516	729	2	55	32	10	99	54	882

FY2018

Race	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
Asian	0	6	6	0	1	1	0	2	0	8
Black or African American	192	427	619	2	48	25	10	85	40	744
Hispanic	11	58	69	0	6	6	0	12	12	93
White	0	5	5	0	0	0	0	0	0	5
No Race Data Reported	9	19	28	0	0	0	0	0	2	30
American Indian/Alaskan Native	1	0	1	0	0	0	0	0	0	1
Unable to Determine	0	1	1	0	0	0	0	0	0	1
Total	213	516	729	2	55	32	10	99	54	882

FY2018

Provider Location	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
DC	94	206	300	0	50	32	0	82	44	426
MD	105	308	413	0	4	0	1	5	4	422
VA	7	1	8	2	1	0	6	9	4	21
Other States	7	1	8	0	0	0	3	3	2	13
Total	213	516	729	2	55	32	10	99	54	882

FY2018

Time in Care	Foster Homes			Group Settings					Other*	Total Children
	Kinship	Non-Kinship Foster Family**	Sub-total	Diagnostic and Emergency Care	Group Homes	Independent Living	Residential Treatment	Sub-total		
0 - 3 Months	22	57	79	0	3	0	0	3	7	89
4 - 6 Months	21	34	55	1	5	0	0	6	4	65
7 - 12 Months	43	72	115	0	2	0	2	4	3	122
13 - 24 Months	69	118	187	0	9	3	3	15	12	214
25+ Months	58	235	293	1	36	29	5	71	28	392
Total	213	516	729	2	55	32	10	99	54	882

FY2018

Time in Abscondence (As of December 31, 2017)	Total Children
0 - 3 Months	17
4 - 6 Months	3
7 - 12 Months	2
13 - 24 Months	0
25+ Months	0
Total	22

64. Provide number and percentage of foster children who, during FY17 and FY18 to date had [please also break this information down by age of the child]:

- a. 1 placement;**
- b. 2 placements;**
- c. 3-4 placements;**
- d. 5 or more placements.**

FY 2017

Age at End of FY	Placement Episodes				Total
	1	2	3-4	5+	
<1 Year	20	9	1	0	30
1	38	22	3	0	63
2	27	13	1	1	42
3	29	12	1	1	43
4	27	11	2	0	40
5	25	11	1	0	37
6	25	16	5	1	47
7	25	11	2	0	38
8	30	10	4	0	44
9	18	8	4	1	31
10	14	5	6	1	26
11	11	10	4	2	27
12	12	8	5	1	26
13	10	7	9	5	31
14	22	8	6	5	41
15	19	12	6	9	46
16	25	12	14	11	62
17	16	12	8	9	45
18	25	15	14	9	63
19	27	11	14	9	61
20	26	14	8	7	55
Total	471	237	118	72	898
Percentage	52%	26%	13%	8%	100%

FY 2018

Age at End of FY	Placement Episodes				Total
	1	2	3-4	5+	
<1 Year	28	3	1	0	32
1	56	5	0	0	61
2	35	7	1	0	43
3	38	8	1	0	47
4	38	5	0	0	43
5	29	5	2	0	36
6	29	5	0	0	34
7	42	4	0	0	46
8	31	4	1	0	36
9	26	6	2	0	34
10	23	3	2	0	28
11	21	3	2	0	26
12	22	2	2	0	26
13	19	8	3	1	31
14	27	9	3	1	40
15	32	6	0	2	40
16	40	11	2	3	56
17	34	8	5	0	47
18	52	6	7	0	65
19	47	9	3	0	59
20	47	4	0	0	51
21	0	1	0	0	1
Total	716	122	37	7	882
Percentage	81%	13%	4%	1%	100%

65. The most recent Monitor Report in the *Lashawn v Bowser* class action lawsuit (dated November 2017) provides that only 28% of DC children living in foster care are in kinship foster care, while the remaining 72% live in foster homes without relatives. How does CFSA account for this difference? Why is kinship foster care in DC so much lower than the national number of 41%? Please provide an update for FY17 and FY18 to date including:

CFSA engaged in a competitive procurement process to improve the quality of services for youth in care by reducing the number of Maryland Foster Care Service providers from seven to one.

Working with seven different private agencies made it difficult to ensure that the value and philosophy regarding kinship care was received and practiced by all staff throughout the various agencies.

Working closely with NCCF, CFSA's sole provider in Maryland following the Temporary Safe Haven realignment, CFSA is undertaking a more robust approach to identifying kin

and working to mitigate barriers to placing children with kin wherever possible. During FY2018, NCCF will implement two additional evidenced-based models; *30 Days to Family* and *Extreme Recruitment*.

Many of our kin/support families reside in Maryland. Although many are willing to be licensed, many are screened out because they do not meet COMAR regulations (34% of foster care youth are placed in Maryland). Unfortunately, the state of Maryland does not use waivers, and CFSA does not have jurisdiction outside of DC. Sometimes, this makes it more difficult to place our youth with kin in Maryland.

- a. **The percentage of foster children placed with kin.** Increasing the number of children and youth placed with kin remains a key CFSA strategy for first placement and subsequently if kin were not initially available. In 2012, CFSA consulted with the Annie E. Casey Foundation to assess kinship policy and practice strategies and with a strong kinship care provider agency in another state for best practices, resulting in the CFSA KinFirst program. Following these consultations, CFSA increased kinship placements from 16 percent in 2012 to 24 percent in 2017.
- b. **What efforts did CFSA make to increase the percentage of foster children placed with kin?** CFSA continues to focus on improving policies and practices to increase the percentage of youth in care who are placed with kin. In December 2017, CFSA engaged A Second Chance, Inc., with support through Casey Family Programs, to complete an organizational assessment of kinship policies and practices, which will culminate in an analysis and recommendations in April 2018.

While CFSA will receive recommendations from the analysis, much work has and will be done with our partner provider NCCF to undertake a more robust approach to identifying kin and working to mitigate barriers to placing children with kin wherever possible. During FY2018, NCCF will implement two additional evidenced-based models: *30 Days to Family* and *Extreme Recruitment*. CFSA will determine what aspects of these evidenced based practices we will implement at CFSA.

CFSA continues to focus on the following strategies:

- Expediting temporary kin licensure at time of removal by on-call (seven days a week) kinship licensing staff;
- Using the Diligent Search Unit to locate kin;
- Exercising the right to waive certain licensing criteria for kin who reside in the District;
- Using kinship support funds to assist relatives in obtaining larger/appropriate housing and furniture (i.e. cribs, beds, etc.);
- Reinforcing with staff the need for ongoing connection to kin throughout the time a child is in care and reviewing kinship licensing pathways; and
- Consulting and collaborating with ongoing social workers and participating in case staffings (removal RED Teams and FTMs).

In FY2018, CFSA will complete the following strategies:

- Extending our kinship staff role in identifying and engaging kin. Presently, staff are responsible for identifying, engaging, and licensing kin during the first 72 hours of removal. This will soon be expanded to 30 days.
- Re-vamping our Family Team Meeting process by changing our agenda and establishing specific points in time to team with family to ensure that kin remain involved and are explored as placement and permanency options.

- c. **What percentage of foster children does the agency project will be placed with kin by the end of FY18?** CFSA is working with NCCF and reviewing the results of the self-assessment facilitated by A Second Chance, Inc. to determine a projected kin placement percentage goal for both CFSA and NCCF.

66. Please provide a detailed report on the Grandparent Caregiver Program, including:

- a. **The number of families currently in the program.**

FY2018	511
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- b. **The number of children currently served by the program.**

FY2018	785
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c. **The average benefit received.**

FY2017-2018	\$599 per month/per child
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67. Regarding the availability of beds/placements for children and youth in foster care, please provide the following for FY16 and FY17 to date:

- a. **The current number of foster home beds available in the District and in Maryland.** As of September 30, 2017, the total bed/placement capacity was 410. In FY2018, the data reflected as of January 31, 2018, the total bed/placement capacity was 530. Reflected below is the breakdown within the District and Maryland.

Available Foster Beds	FY2017	FY2018
District	235	262
Maryland	175	268
Total	410	530

- b. **The number of foster home beds that are currently vacant in the District and in Maryland;**

As of January, 31, 2018:

Jurisdiction	Vacant Beds
District	64
Maryland	82
Total	146

- c. **The current total number of group home beds in the District and in Maryland;**

As of January 31, 2018:

Jurisdiction	Group Homes Beds
District	76
Maryland	5
Virginia	3
Total	84

- d. **The total number of group home beds that are currently vacant in the District and in Maryland;**

As of January 31, 2018:

Jurisdiction	Vacant Group Home Beds
District	3
Maryland	0
Virginia	2
Total	5

- e. **The current total number of independent living program beds in the District's foster care system;**

As of January 31, 2018:

ILP beds	20
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- f. **The number of independent living program beds that are currently vacant;**

As of January 31, 2018:

ILP beds vacant	7
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- g. The current total number of teen parent program beds in the District's foster care system;

As of January 31, 2018:

Teen Parent Program beds	13
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- h. The number of teen parent program beds that are currently vacant in the District and in Maryland;

As of January 31, 2018:

Teen Parent Program beds vacant	1
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- i. The total number of beds in the District's foster care system that do not fall into any of the above categories. The beds reflected for Maryland are licensed by Children's Choice, CFSA's contractor who licenses adoptive and prospective guardianship foster homes in Maryland. As part of the Temporary Safe Haven Redesign, these homes will transition to NCCF effective September 30, 2018.

Jurisdiction	Adopt only beds
District	41
Maryland	28
Total	69

- j. Of the beds described in (i), above, how many are vacant?

Jurisdiction	Adopt only beds vacant
District	38
Maryland	16
Total	54

- k. The current total number of foster home beds in the District's foster care system that are licensed to accept teens.** All CFSA and NCCF homes are licensed to foster youth ages zero to 21.
- l. The current total number of foster home beds in the District's foster care system that are licensed to accept children between the ages of zero and five.** All CFSA and NCCF homes are licensed to foster youth ages zero to 21.

68. Please describe CFSA's placement matching process:

CFSA continues to refine the process of matching children entering care to available foster homes. As of September 2016, CFSA uses an automated placement matching tool. This allows bed availability to be updated daily for both CFSA and provider homes to determine potential vacancies and confirm availability. In coordination with NCCF, CFSA conducts joint placement matching activities to ensure the best placement for youth using the full continuum of available foster homes. The priority is to make the first placement the best placement for all youth.

CFSA is working to further refine this matching tool to allow specific questions regarding characteristics of children and preferences of prospective foster parents to build more detailed profiles. The refinement of this tool will facilitate a more robust matching process and generate a better placement listing of available foster homes, facilitating Placement staff decisions about the most appropriate potential foster parents to meet the needs of specific children.

- a. Provide a list of the child-specific and foster parent-specific factors taken into consideration when:**
 - i. A child is initially removed from their home of origin.**

Child-Specific Factors	Foster Parent-Specific Factors
School of origin	Location of the foster home
Birth family residential home/ward	Availability and capacity for placement
Siblings in care	Ability to take siblings
Obvious medical and/or physical needs	Ability to meet possible medical and/or physical needs

Note: When a child is initially removed, limited medical and behavioral information may be available about the child and the family. CFSA works to acquire this information as quickly as possible to aid in compatible family placements.

ii. A child is moved from one foster home to another foster home.

When a child is moved from one foster home to another, the child's team identifies the reasons for the disruption. Using our placement matching process, placement staff identifies foster parents who can best provide care for the child based on his/her needs. The following factors are considered when replacement homes are identified:

Child-Specific Factors	Foster Parent-Specific Factors
Current school location	Location of the foster home
Reasons for disruption	Availability and capacity for placement
Medical/health/allergies/behavioral issues	Ability to take siblings or proximity to siblings
Siblings in care	Ability to meet possible medical and/or physical needs
Substance use	Ability to meet the child's severe and persistent mental health needs
Criminal involvement	

iii. A child is moved from a congregate/group home setting to a foster home. When a child is moved from congregate/group care to a foster home, Placement staff identify foster parents who can best provide care for the child based upon the youth's needs. The following factors are considered when placements are identified:

Child-Specific Factors	Foster Parent-Specific Factors
Current school location	Location of the foster home
Completion of treatment program	Availability and capacity for placement
Medical/health/allergies/behavioral issues	Willingness to allow siblings to be placed together
Proximity to family/lifelong connections	Ability to support/parent older teens
Siblings in care	Willingness to support community mental health service needs for the teen
Substance use	Willingness to support the teen's education and career development
Criminal involvement	N/A
Age/Gender	Open to accepting all ages
Sexual/Gender Identity	Open to accepting all sexual/gender identities

- b. Please explain what steps CFSA is taking to ensure that the number of available beds in the District's foster care system is appropriately matched to the number of children in need of placement and that vacant beds are appropriately utilized.** As reflected above, CFSA consistently uses the matching tool to ensure that children entering care or in need of replacement are appropriately matched with foster parents. By using trend data analysis, CFSA is able to appropriately match the number of children in need of placement to the available vacant beds.

69. Regarding the recruitment of foster parents:

- a. **What are the agency's recruitment targets for increasing the total number of foster homes in the District's foster care system (a) in general and (b) geographically within the District? What strategies have been implemented to reach these targets?** CFSA's priority is to increase the overall number of foster homes within the District of Columbia, with emphasis on increasing the number of homes within the communities of origin where the majority of children reside. The goal is to enable children to remain in their home communities.

To reach our recruitment goals in FY2017, CFSA used data analysis to assess the demographics of current children and families in care to determine priority and geographic locations within the District to target strategic recruitment activities.

FY2017 Recruitment Activities	Target	Outcome
Developed and disseminated targeted Ward-specific collateral recruitment materials highlighting the demographics of children, birth families and foster families of those Wards.	Wards 5, 6, 7 and 8	<ul style="list-style-type: none">Realized a 10 percent increase in prospective foster parents from Wards 7 and 8.Gained additional insight from the communities in terms of the communities' understanding of foster care and the needs of children in care.
Targeted specific civic, ethnic and occupational organizations in the District to promote fostering for key groups of children where additional foster parents are needed (i.e., LGBTQ, teen parents, medically fragile, and older youth).	Civic associations Unions Faith-based organizations Nurses associations LGBTQ service providers Black Government Professionals State Athletic Coaches Association	<ul style="list-style-type: none">Realized an increase of eight LGBTQ beds for foster youth.Realized a 27 percent increase in new foster homes for older youth ages 12-21.Increased overall applicant pool representing the targeted recruitment groups.
Increased utilization of social media platforms to promote fostering and to recruit prospective foster parents.	Increased Facebook advertisements targeting key populations (i.e., professional men and women; LGBTQ individuals, African Americans, and Spanish speaking individuals)	<ul style="list-style-type: none">Increased overall traffic to the CFSA's Facebook page which resulted in over 3,000 online inquiries.Realized 45 percent of prospective foster parents through social media promotion.
Increased foster parent incentive program, encouraging foster parents to refer prospective foster parents.	Utilized the Foster Parent Associations to promote the referral incentive program.	Increased the number prospective foster parents who attended training and became licensed.

- b. What percentage of current foster homes are located geographically within the District? What percentage of youth are placed geographically within the District?

As of January 31, 2018:

Foster Home Location	# of Licensed Homes	Percentage of Overall Foster Homes	# of Foster Youth Placed	Percentage of Foster Youth Placed
District ¹⁸	261	56%	437	66%
Maryland	205	44%	305	34%
Total	466		742	

- c. What has been the agency's progress in identifying homes and placements that will provide an appropriate setting for teenagers? What have been the barriers? Did the Agency achieve its target for FY17? What are the agency's targets for FY18? As reflected in response to question 69a, CFSA in cooperation with NCCF is working strategically to cultivate new foster parent resources for teenagers. We are using national best practices and targeted recruitment strategies and incentivizing referrals from our current foster parents to increase foster home resources for teenagers.

What have been the barriers?

- Changing demographics in the District
- Space issues in the District (high cost of housing, types of new housing that dominate the market)
- Individuals not readily willing to accept responsibility of teenagers due to their perceived behaviors

Did the Agency achieve its target for FY17? CFSA exceeded its target for beds for teenagers in FY2017. The goal was to develop 25 percent of new foster home beds for teenagers. The recruitment team developed 74 new foster home beds, of which 20 (27 percent) were for teenagers.

¹⁸ This number reflects children physically located in the District and children placed with kin through Children's Choice and are case managed by CFSA.

Projection Targets for FY2018:

- Develop a total of 80 new foster home beds, targeting the following populations:
 - 20 new foster home beds for teenagers (20 percent of the 80 new beds).
 - 10 new Specialized Opportunities for Youth (SOY) Program beds (10 percent of the 80 new beds).
 - Five new professional foster parents for Pregnant and Parenting Youth (PPY).
 - Additional beds for medically fragile transgender youth, and intellectually delayed youth.

- d. **What has been the agency's progress in identifying homes and placements that will provide an appropriate setting for pregnant and parenting youth? What have been the barriers? Did the Agency achieve its target for FY17? What are the agency's targets for FY18?** There were no defined targets in FY2017. However, a placement needs assessment for pregnant and parenting youth was completed by the OYE Generations Unit. It determined a need for five professional foster parents to meet the needs of CFSA's at-risk teen parents and a family group home to meet the needs of young mothers who are not prepared for independent living and have struggled in traditional foster homes.

In October 2018, based on the placement needs assessment, CFSA identified three homes for the pregnant/parenting youth (PPY) population. Two other families are under consideration (for a total of five homes). CFSA anticipates professional foster parent homes to come online by June FY2018.

What have been the barriers? To date, there are no barriers to initiating this effort.

What are the agency's targets for FY18? The PPY professional foster parent initiative is slated for implementation in 2018.

- e. **What has been the agency's progress in identifying homes and placements that will provide an appropriate setting for children with special needs? What have been the barriers? Did the Agency achieve its target for FY17? What are the agency's targets for FY18?** In FY2017, CFSA procured homes for children with special needs through our provider agencies. Although we continue to implement strategies to develop resources for this population, additional resources are always needed. Children with special needs cover a range of issues including medically fragile, intellectually delayed (ID), and children on the autism spectrum.

Through Temporary Safe Haven Redesign, CFSA and NCCF are working to expand the overall foster parent service array to meet the needs of more children with special needs. This work will inform our foster parent strategic recruitment efforts.

What have been the barriers? Prospective foster parents have shared the following:

- The high demands, responsibility, and skills required to work with this population.
- The need for and identification of specific training to meet the needs of this population.
- Reluctance to foster children with special needs, particularly those in health and human service fields.
- Concern about not having adequate resources or supports to care effectively for this population of children.

Did the Agency achieve its target for FY17? There were no specific recruitment targets for children with special needs in FY2017.

What are the agency's targets for FY18?

Medically Fragile: Develop 5-10 additional beds Medically Fragile:

Intellectually Delayed Youth: Partner with the Department of Disability Services (DDS) to review eligible youth, beginning at age 17 rather than age 21, and transfer the placement in the current foster home from CFSA to DDS.

- f. **What has been the agency's progress in identifying homes and placements that will provide a safe and positive space for LGBTQ foster youth? What have been the barriers? Did the Agency achieve its target for FY17? What are the agency's targets for FY18?** In FY2017, CFSA realized success in increasing the number of foster home beds for LGBTQ youth from 32 beds to 40 beds (20 percent increase).

What have been the barriers? CFSA has experienced challenges in developing beds for transgender youth. In FY2018, CFSA will place special emphasis on developing beds for transgender youth.

Did the Agency achieve its target for FY17? There was no specific goal set for FY2017.

What are the agency's targets for FY18? Develop an additional 3-5 LGTBQ beds with special emphasis on beds for transgender youth.

- g. **What percentage of current foster homes licensed by CFSA and NCCF have adults who have received trauma informed training?** Of the 284 licensed CFSA foster homes, 46 percent of those homes have foster parents who have received trauma informed training. ($131/284 = 46$ percent)/. Of the 133 licensed NCCF foster homes, 38 percent have foster parents who have received trauma informed training. ($51/133 = 38$ percent). All NCCF foster parents complete New Generation PRIDE, which is a trauma informed training curriculum.
- h. **What percentage of current foster homes licensed by CFSA and NCCF have adults who speak Spanish and are culturally competent to care for Latino children and youth? What percentage of Hispanic foster youth live in foster homes where the adults speak Spanish?** Collectively, CFSA and NCCF [including our contract with Latin American Youth Center (LAYC)] have a total of 15 foster homes (3 percent of CFSA's foster homes) with adults who speak Spanish, supporting 16 foster children (2 percent of CFSA's current foster care population). Based on CFSA's 2017 Resource Development Plan (RDP), CFSA has 22 Spanish-speaking children. To ensure that CFSA has adequate capacity, the Agency will continue to identify Spanish speaking foster parents.

- i. **What are the Agency's recruitment targets for increasing the total number of foster homes where the adults speak Spanish and the other frequently spoken non-English languages amongst children in foster care? What have been the barriers? What strategies have been implemented to reach these targets?**

What are the Agency's targets for FY18? In partnership with NCCF and through our contract with LAYC, develop 3-5 foster homes where adults speak Spanish.

What strategies have been implemented to reach these targets?

- Use social media advertisements and commercials on Spanish-language radio stations to reach the Spanish-speaking community.
- Provided recruitment brochure in Spanish to Spanish-speaking individuals/families.
- Partner with a Spanish-speaking service provider to recruit Spanish speaking foster parents.

What have been the barriers?

- Getting prospective foster families to start the licensing process.
- Completing the licensing process with the required official documentation.
- Recruiting Spanish speaking foster parents to diversify available foster homes.

- j. **What are the Agency's recruitment targets for increasing the total number of foster homes where the adults are experienced with caring for children who are medically fragile or have serious developmental or physical disabilities? What have been the barriers? What strategies have been implemented to reach these targets? What are the Agency's targets for FY18?**

Targets:

In FY2017, CFSA had no specific recruitment targets for this population.

What have been the barriers?

In speaking with prospective foster parents to serve this population, the following has been communicated:

- The high demands, responsibility, and skills required to work with this population.
- The need for and identification of specific training for foster parents to meet the needs of this population.
- Reluctance to foster children with special needs, particularly those in health and human service fields.

- Concern about not having adequate resources or supports to care effectively for this population of children (i.e., adequate access to quality mental health services, consistent community home health care services and ongoing coverage for certain services – those not covered by Medicaid).

Did the Agency achieve its target for FY17? CFSA had no specific recruitment targets for this population.

What are the agency's targets for FY18?

- Develop 5-10 additional beds for medically fragile youth.
- Partner with the Department of Disability Services (DDS) to review eligible youth, beginning at age 17 rather than age 21, and transfer the placement in the current foster home from CFSA to DDS.

70. During FY17, how many youth in out-of-home care stayed in a hotel while awaiting a licensed placement? FY18 to date? For each youth who stayed in a hotel, please provide:

- a. The age of the youth;**
- b. The length of the youth's hotel stay;**
- c. The efforts made to identify a licensed placement; and**
- d. The type of placement the youth was moved to following his/her hotel stay.**

In FY2017 and FY2018, no youth stayed in a hotel while awaiting a licensed placement.

71. For youth who stayed in hotels during FY17 and FY18 to date, please explain what steps the agency took to provide supervision for the youth.

In FY2017 and FY2018, no youth stayed in a hotel while awaiting a licensed placement.

72. During FY17, how many youth in out-of-home care slept overnight at CFSA's offices while awaiting a licensed placement? FY18 to date? For each youth who stayed at CFSA, please provide:

- a. The age of the youth;**
- b. The length of the youth's stay at CFSA's office;**
- c. The efforts made to identify a licensed placement; and**
- d. The type of placement the youth was moved to following his/her stay at CFSA's offices.**

In FY2017, four youth remained overnight at CFSA's offices while awaiting a licensed placement. In FY2018, one youth slept overnight at CFSA's offices while awaiting a licensed placement.

FY2017

Age of Youth	Length of stay at CFSA office	Efforts made to identify a licensed placement	Type of placement
19	14 hours	Placement Services contacted all appropriate and available family-based foster homes with CFSA and provider agencies. Those who responded would not accept youth due to age and behaviors. CFSA STAR home was full, and he was too old for Sasha Bruce and Boy's Town. Other group homes were full.	Youth was placed in a temporary "respite" with LAYC and then in an ILP placement in Washington, DC.
12	15 hours	Placement Services contacted all appropriate and available family-based foster homes with CFSA and Provider agencies. Those who responded would not accept due to youth's behaviors. The youth was too young for Sasha Bruce and other group homes.	Youth was placed with a Seraaj foster home at 10:00 a.m.
9	6 hours	All appropriate and available family based foster homes with CFSA and Provider agencies were called. For those who responded, they would not accept due to youth's behaviors. The youth was too young for Sasha Bruce and other group homes.	The youth was case managed by Lutheran Social Services. Lutheran found a home within their inventory of foster homes by 1:30 a.m.
15	6.5 hours	Initial removal placement efforts began at 11:30 p.m. Placement Services explored all possible options to include kinship, CFSA available and appropriate foster homes, provider agencies and group homes.	Youth was placed in a group home at 5:45a.m.

FY2018

Age of Youth	Length of stay at CFSA office	Efforts made to identify a licensed placement	Type of placement
19	19 hours	Placement Services contacted all appropriate and available family-based foster homes with CFSA and provider agencies. Those who responded would not accept due youth's age and behaviors. CFSA STAR home was full. Youth was too old for Sasha Bruce and Boy's Town. Other group homes were full.	Respite home was found through CFSA at 4:45 p.m. However, youth refused the placement and left the OYE building.

73. For youth who stayed overnight at a CFSA office during FY17 and FY18 to date, please explain what steps the agency took to provide supervision for the youth.

Every youth who experienced an overnight stay at CFSA was monitored by a staff person at all times during evening and night-time hours to ensure the youth's safety.

74. During FY17, how many youth in out-of-home care stayed in an emergency, short-term, respite, or otherwise temporary placement while awaiting a long-term placement? FY18 to date? For each youth, please provide:

a. The age of the youth;

FY2017

Age*	Total Placement Episodes	Total Unique Children
-1	4	3
1	5	3
2	5	4
4	4	2
5	1	1
7	3	3
8	4	3
9	4	3
10	2	2
11	7	4
12	7	5
13	4	4
14	14	12
15	21	17
16	10	7
17	8	7
18	2	2
19	2	1
20	1	1
Total	108	84

FY2018

Age*	Total Placement Episodes	Total Unique Children
8	2	1
9	1	1
10	1	1
12	2	1
13	2	2
14	2	2
15	1	1
16	3	3
Total	14	12

b. A description of the type of placement;

FY2017

Placement category	Placement Type	Home Type	Total Placement Episodes	Total Unique Children
Emergency Placement	Diagnostic and Emergency Care	Group Settings	41	37
		Subtotal	41	37
	Traditional Foster Family Emergency (STAR Home)	Foster Homes	25	24
		Subtotal	25	24
	Total Emergency Placements		66	54
Respite Placement	Kinship	Foster Homes	3	3
		Subtotal	3	3
	Pre-Adoptive	Foster Homes	1	1
		Subtotal	1	1
	Therapeutic	Foster Homes	5	4
		Subtotal	5	4
	Traditional	Foster Homes	33	25
		Subtotal	33	25
Total Respite Placements		42	31	
Total			108	84

FY2018

Placement category	Placement Type	Home Type	Total Placement Episodes	Total Unique Children
Emergency Placement	Diagnostic and Emergency Care	Group Settings	4	3
		Subtotal	4	3
	Traditional Foster Family Emergency (STAR Home)	Foster Homes	6	6
		Subtotal	6	6
	Total Emergency Placements		10	9
Respite Placement	Pre-Adoptive	Foster Homes	1	1
		Subtotal	1	1
	Traditional	Foster Homes	3	3
		Subtotal	3	3
	Total Respite Placements		4	3
Total			14	12

c. The length of the youth's stay in the emergency, short-term, respite, or otherwise temporary placement;

FY2017

Length of Stay in Emergency/Respite Placements	Total Placement Episodes	Total Unique Children
0-2 days	12	11
3-5 days	25	24
6-10 days	24	22
11-20 days	18	18
21-30 days	16	16
31+ days	13	13
Total	108	84

FY2018

Length of Stay in Emergency/Respite Placements	Total Placement Episodes	Total Unique Children
3-5 days	4	4
6-10 days	1	1
11-20 days	2	2
21-30 days	1	1
31+ days	6	6
Total	14	12

d. The efforts made to identify an appropriate placement; and

See Attachment Q74(d)

e. The type of placement the youth was moved to following his/her stay in the emergency, short-term, respite, or otherwise temporary placement.

Reflected below are the placement episodes for emergency, short-term and respite for FY2017 and FY2018.

FY2017	Emergency	Short term	Respite
Sasha Bruce	41		
STAR		29	
Interval Home			1

FY2018	Emergency	Short term	Respite
Sasha Bruce	3		
STAR		11	
Interval Home			1

75. Please explain the factors that led to youth staying in hotels and at CFSA's offices during FY17 and FY18 to date.

In FY2017 and FY2018, no CFSA youth stayed in a hotel. The factors that led to the youth who stayed at CFSA's offices overnight during FY2017 and FY2018 include the following:

- Placement disruptions occurring late in the day or evening;
- Youth escorted to CFSA by MPD or the foster parent;
- Average time to secure a new placement was 6 hours or more; and
- Youth returning from abscondence.

76. What steps has the agency taken to ensure that no youth in out-of-home care will stay in a hotel or at CFSA's offices during the remainder of FY18?

No youth served by CFSA stayed in a hotel in FY2017 or FY2018 to date.

CFSA has focused on making more planned removals. The few instances of overnight stays in CFSA's office building have resulted from:

- Youth who enter care with large sibling groups;
- Youth who are known as frequent absconders;
- Youth who are abruptly released from detention or correctional facilities;
- Youth who are medically fragile/physically disabled; and
- Youth who have a history of multiple placement disruptions.

77. During FY17, how many youth in out-of-home care stayed at Sasha Bruce shelter beds while awaiting a non-short-term placement? FY18 to date? For each youth, please provide:

a. The age of the youth

FY2017

Age*	Total Placement Episodes	Total Unique Children
11	2	1
12	2	2
13	2	2
14	11	9
15	12	11
16	6	6
17	6	6
Total	41	37

FY2018

Age*	Total Placement Episodes	Total Unique Children
12	1	1
13	1	1
Total	2	2

b. A description of the type of placement

FY2017

Placement Type	Home Type	Total Placement Episodes	Total Unique Children
Group Settings	Diagnostic and Emergency Care	41	37
Total		41	37

FY2018

Placement Type	Home Type	Total Placement Episodes	Total Unique Children
Group Settings	Diagnostic and Emergency Care	2	2
Total		2	2

c. The length of the youth's stay in a Sasha Bruce shelter bed;

FY2017

Length of Stay in Emergency/Respite Placements	Total Placement Episodes	Total Unique Children
0-2 days	4	4
3-5 days	5	5
6-10 days	11	11
11-20 days	10	10
21-30 days	9	9
31+ days	2	2
Total	41	41

FY2018

Length of Stay in Emergency/Respite Placements	Total Placement Episodes	Total Unique Children
3-5 days	1	1
31+ days	1	1
Total	2	2

d. What efforts were made to identify a non-short-term placement;

Placement Type	Home Type	Subsequent Placements									No subsequent Placements	Total
		Foster Homes			Group Settings	Other						
		Therapeutic	Traditional	Subtotal	Group Homes	Abscondence	Correctional Facility	Hospitals	Not in Legal Placement	Subtotal		
Group Settings	Diagnostic and Emergency Care	2	14	16	12	5	2	1	4	12	1	41

Placement Type	Home Type	Subsequent Placements		Total
		Group Settings	Other	
		Diagnostic and Emergency Care	Correctional Facility	
Group Settings	Diagnostic and Emergency Care	1	1	2

For all youth, CFSA pursued all potential options including CFSA foster homes, private agency foster homes, congregate care placements, and kinship resources in order to identify a placement.

e. What type of placement the youth was moved to following his/her stay at Sasha Bruce?

Placement	FY2017	FY2018
Sasha Bruce	41	3

78. During FY17, how many youth in out-of-home care stayed in a STAR home placement while awaiting a non-short-term placement? FY18 to date? For each youth, please provide:

a. The age of the youth

FY2017

Age*	Total Placement Episodes	Total Unique Children
9	1	1
10	1	1
11	2	2
12	4	4
13	2	2
14	2	2
15	6	6
16	4	3
17	2	2
18	1	1
Total	25	24

FY2018

Age*	Total Placement Episodes	Total Unique Children
9	1	1
14	2	2
15	1	1
16	2	2
Total	6	6

b. A description of the type of placement

FY2017

Placement category	Placement Type	Home Type	Total Placement Episodes	Total Unique Children
Emergency Placement	Foster Homes	Traditional Foster Family Emergency (STAR Home)	25	24

FY2018

Placement category	Placement Type	Home Type	Total Placement Episodes	Total Unique Children
Emergency Placement	Foster Homes	Traditional Foster Family Emergency (STAR Home)	6	6

c. The length of the youth's stay in the STAR home;

FY2017

Length of Stay in Emergency/Respite Placements	Total Placement Episodes	Total Unique Children
0-2 days	7	7
3-5 days	3	3
6-10 days	4	4
11-20 days	3	3
21-30 days	6	6
31+ days	2	2
Total	25	24

FY2018

Length of Stay in Emergency/Respite Placements	Total Placement Episodes	Total Unique Children
3-5 days	1	1
11-20 days	2	2
21-30 days	1	1
31+ days	2	2
Total	6	6

- d. **What efforts were made to identify a non-short-term placement; and**
For all youth, CFSA pursued all potential options including CFSA foster homes, private agency foster homes, congregate care placements, and kinship resources in order to identify a placement.
- e. **What type of placement the youth was moved to following his/her stay in the STAR home?**

Placement	FY2017	FY2018
STAR	29	11

79. During FY17, how many youth in out-of-home care stayed in an Interval home placement while awaiting a non-short-term placement? FY18 to date? For each youth, please provide:

- a. **The age of the youth;**
- b. **A description of the type of placement;**
- c. **The length of the youth's stay in the Interval home;**
- d. **What efforts were made to identify a non-short-term placement; and**
- e. **What type of placement the youth was moved to following his/her stay in the Interval home?**

Placement	FY2017	FY2018
Interval	1	1

For all youth, CFSA pursued all potential options including CFSA foster homes, private agency foster homes, congregate care placements, and kinship resources in order to identify a placement.

FY2017 Interval Home

Age	Length of Stay (Days)	New Placement	Efforts Made To Identify Placement
19	1	Star Home	All potential options were pursued, including CFSA foster homes, private agency foster homes, congregate care placements, and kinship resources.

FY2018 Interval Home

Age	Length of Stay (Days)	New Placement	Efforts Made To Identify Placement
16	0	CFSA Foster Home	All potential options were pursued, including CFSA foster homes, private agency foster homes, congregate care placements, and kinship resources.

80. Provide the number of unusual incident reports in foster homes, group homes and residential treatment facilities by category of report and by each specific provider for FY17 and FY18 to date.

Unusual Incident (UI) reports must be reported to the Hotline and the monitor within 24 hours of the incident. The monitor is responsible for receiving, reviewing, and assessing all unusual incident reports. The monitor will follow-up on the report. If the monitor discovers any violations of the contract, the monitor contacts the Supervisor to discuss the situation and take further action. CMD tracks incidents across seven categories: abuse, child fatality, contraband, medical/hospitalization, neglect, sexual assault and suicidal.

FY2017	Congregate Care Provider Programs													
Category	A.S.Y	BTown TGH	CGuild Thr GH	FMatters TPP	G.A.N.G	G.A.N.G ILP	L.A.Y.C	M.B.I	Maximum Quest	Sasha Bruce	T.E.M	Umbrella TGH	Y.F.T	Annual Aggregate
Abseondence	0	9	0	13	10	0	0	0	10	4	3	1	0	50
Abuse**	1	0	0	1	0	0	0	0	1	0	0	0	0	3
Abuse/Misuse of Resident's Funds	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	2	0	0	0	0	1	0	0	0	0	0	0	3
Arrest of child	0	0	0	3	9	0	1	0	2	2	0	0	0	17
Automobile Accident (Resident or staff on duty)	0	9	0	0	0	0	0	0	0	0	0	0	0	9
Communicable Disease Outbreak	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contraband	0	9	0	0	1	0	10	0	1	1	2	0	0	24
Destruction of Property	6	8	1	2	5	0	2	3	1	0	0	0	1	29
Drugs	0	8	0	1	1	0	2	0	0	0	0	0	0	12
Fatality	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fatality (Staff) at facility or while on duty	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire Hazard	0	0	0	1	0	0	0	0	0	0	1	0	0	2
Hospitalization (Resident)	0	2	0	0	2	0	1	0	0	1	2	0	0	8
Loss of any utilities (power, water, sewage, etc.)	0	1	0	1	0	0	0	0	0	0	0	0	0	2
Medical	1	18	1	17	8	1	1	0	14	10	6	0	0	77
Media/High-Level Government Official(s) Visit	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Misconduct or fraud (staff)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Neglect	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Personal Injury	0	3	1	0	3	0	1	0	0	0	0	0	2	10
Physical Assault	0	3	0	2	0	0	0	0	0	0	0	0	0	5
School Suspension/Expulsion/ other School Incident	0	7	0	0	0	1	0	0	0	0	0	0	0	8
Sexual Assault	0	0	0	0	0	0	0	0	0	1	0	0	0	1

FY2017	Congregate Care Provider Programs													
Category	A.S.Y	BTown TGH	CGuild Thr GH	FMatters TPP	G.A.N.G	G.A.N.G ILP	L.A.Y.C	M.B.I	Maximum Quest	Sasha Bruce	T.E.M	Umbrella TGH	Y.F.T	Annual Aggregate
Sexualized Behavior	1	0	1	0	0	0	0	0	0	1	0	0	0	3
Suicidal	0	1	1	1	3	0	0	0	1	1	0	0	0	8
Theft	1	2	1	1	5	0	0	0	0	1	0	0	0	11
Unauthorized Guest	0	0	0	5	1	0	18	0	1	1	0	0	0	26
Use of restraint	0	0	1	0	0	0	0	0	0	0	0	0	0	1
Verbal Threat (Resident)	1	6	0	7	2	2	1	0	3	7	0	1	0	30
Verbal Threat (Staff)	2	1	1	2	0	0	0	0	0	2	0	0	0	8
Victim of Delinquent Behavior	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Victim of Physical Assault	0	0	0	0	2	0	0	0	0	0	0	0	0	2
Violation of Resident's rights	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Provider Totals	13	89	8	57	52	4	38	3	34	32	14	2	3	349

FY2018- Q1	Congregate Care Provider Programs													
Category	A.S.Y	BTown TGH	CGuild Thr GH	FMatters TPP	G.A.N.G	G.A.N.G ILP	L.A.Y.C	M.B.I	Maximum Quest	Sasha Bruce	T.E.M	Umbrella TGH	Y.F.T	Quarter Aggregate
Abseondence	2	1	0	1	4	0	0	0	2	0	0	1	0	11
Abuse**	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Abuse/Misuse of Resident’s Funds	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrest of child	1	0	0	1	1	0	0	0	0	0	0	0	0	3
Automobile Accident (Resident or staff on duty)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Communicable Disease Outbreak	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Contraband	0	0	0	0	0	0	2	0	1	0	0	0	0	3
Destruction of Property	1	1	0	1	3	0	1	1	0	0	0	0	0	8
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fatality	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fatality (Staff) at facility or while on duty	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire Hazard	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hospitalization (Resident)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Loss of any utilities (power, water, sewage, etc.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical	2	1	0	3	0	0	1	0	0	0	0	0	0	7
Media/High-Level Government Official(s) Visit	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Misconduct or fraud (staff)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Neglect	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Personal Injury	0	0	1	0	0	0	0	1	0	0	0	0	0	2
Physical Assault	0	1	0	0	0	0	0	0	0	0	0	0	0	1

FY2018-Q1	Congregate Care Provider Programs													
Category	A.S.Y	BTown TGH	CGuild Thr GH	FMatters TPP	G.A.N.G	G.A.N.G ILP	L.A.Y.C	M.B.I	Maximum Quest	Sasha Bruce	T.E.M	Umbrella TGH	Y.F.T	Quarter Aggregate
School Suspension/Expulsion/other School Incident	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Sexual Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexualized Behavior	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Suicidal	0	0	0	0	0	0	0	0	1	0	0	0	0	1
Theft	0	0	1	0	0	0	0	0	0	0	0	0	1	2
Unauthorized Guest	0	0	0	0	1	1	1	0	1	0	0	0	0	4
Use of restraint	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Verbal Threat (Resident)	0	2	0	1	2	0	0	0	0	0	0	0	0	5
Verbal Threat (Staff)	0	1	0	0	0	0	0	0	0	1	0	0	0	2
Victim of Delinquent Behavior	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Victim of Physical Assault	0	0	0	0	0	0	2	0	0	0	1	0	0	3
Violation of Resident's rights	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Provider Totals	6	7	2	7	12	1	8	2	5	1	1	1	1	54

Family Based Providers								
FY2017 Unusual Incidents Reports								
Provider	Abuse	Child Fatality	Contraband	Medical/ Hospitalization	Neglect	Sexual Assault	Suicidal	TOTAL
Boys Town of Washington	4	0	0	1	1	1	1	8
Family Matters of Greater Washington	8	0	0	4	1	1	0	14
Latin American Youth Center	3	0	1	0	0	0	0	4
Lutheran Social Services	2	0	0	3	2	1	0	8
National Center for Children and Families	4	1	0	4	8	2	1	20
PSI Family Services	6	0	0	8	1	3	0	18
Seraaj Family Homes	1	0	2	7	7	1	0	18
TOTAL	28	1	3	27	20	9	2	90

Family Based Providers								
FY2018 - Q1 Unusual Incidents Reports								
Provider	Abuse	Child Fatality	Contraband	Medical/ Hospitalization	Neglect	Sexual Assault	Suicidal	TOTAL
Boys Town of Washington	0	0	0	0	0	0	0	0
Family Matters of Greater Washington	3	0	0	0	0	0	0	3
Latin American Youth Center	0	0	0	1	0	0	1	2
Lutheran Social Services	1	0	0	0	0	0	0	1
National Center for Children and Families	2	1	0	3	1	0	0	7
PSI Family Services	4	0	0	0	1	0	0	5
Seraaj Family Homes	0	0	0	0	0	2	0	2
TOTAL	10	1	0	4	2	2	1	20

81. Please provide a detailed update regarding the agency's efforts to reduce the number of children in group care, including:

CFSA continues to seek the least restrictive, appropriate placement for youth in care. The first choice is always a kinship home, followed by a family-based foster home. However, for a small number of youth, a family foster home placement is not appropriate at the time. For these youth a more structured setting is required to meet their needs. Currently fewer than 6 percent of our foster youth are in group homes. (The national average for congregate care is 13 percent.)

CFSA is currently reviewing its placement array and developing additional foster family resource homes to better meet the needs of our youth who may need group home care. Our Special Opportunities for Youth (SOY) model is designed for youth who may need additional structure and support, as opposed to being placed in a group home setting.

While CFSA continuously works to reduce group home placements in general, it is also working to enhance the quality of group home placements by implementing national best practice standards and establishing standard expectations for group home services. CFSA will also implement standardized training expectations for all group home providers to address the clinical needs of our youth. CFSAS anticipates that youth who do need group home care will be able to complete the full treatment programs more timely and be prepared to return to a family based foster care setting.

- a. A description of any reduction in the number of children placed in group homes (in FY2017 and projections for FY2018).** Our group care population has remained consistent in FY2017 and is expected to remain consistent for FY2018.

- b. A description of where children who would have been living in group homes are living instead.** Group home placements are considered a higher level of care. Rarely is a group home placement used for an initial entry. Most youth placed in group homes have either had challenges in family-based foster home, have been discharged from a detention facility, or have a history of chronic abscondence.

- c. Any group home or foster care agency contracts that have been terminated in FY17 and FY18 to date, including what services were being provided, when each contract was terminated, and the reason for termination.

FY2017

Contractor	Services provided	Date terminated	Reason for termination
Integrated Community Services (ICS)	Group home for youth with development delays	November 30, 2016,	ICS voluntarily terminated their contract for the girls group home, After, CFSA did not renew the contract with ICS for their boys home, due to several reports of abuse and or neglect
Latin American Youth Center (LAYC)	Teen Bridge – Transitional Group home	December 31, 2016,	LAYC Voluntarily terminated their transitional group home contract
Catholic Charities	Teen parent and Independent Living	December 31, 2016	Catholic Charities voluntarily terminated their contract

FY2018

Contractor	Services provided	Date terminated	Reason for termination
MBI	Group home for developmentally delayed youth	November 9, 2017	Youth transitioned to DDS
Lutheran Social Services	Family Based Foster Homes	December 31, 2017	Did not submit a proposal for consideration of the Safe Haven single partner agency
Boys Town	Family Based Foster Homes	December 31, 2017	Did not submit a proposal for consideration of the Safe Haven single partner agency
Family Matters	Family Based Foster Homes	December 31, 2017	Partnered with NCCF as the Safe Haven single partner agency (however no longer partnering with NCCF).

82. During FY17, CFSA amended its policy regarding eligibility for Independent Living Programs. Please provide the policy and explain the changes made.

The Administrative Issuance (AI) on Independent Living Programs (“ILP”) is in the process of finalization with an anticipated publication date of February 28, 2018. When it is posted to CFSA’s online policy manual, the link will be forwarded to the committee.

Key changes to the AI are as follows:

- Introduced youth eligibility requirements such that participants meet a minimum age and maturity levels, and demonstrate an ability to follow-through on her or his own case plan.
- Streamlined the application and approval process.
- Clarified monthly stipend and weekly allowance requirements to differentiate between the amounts that are required under regulation versus the amounts that the Agency typically pays (which exceed those regulatory requirements.)
- Developed an annual Stipend Schedule, to be published as a companion piece of governance, outlining the cost items that figure into the monthly stipend and the method and schedule for their distribution to youth in ILP programs.

83. During FY17, CFSA started amending its policy regarding youth who were absent from their placements. Describe how CFSA responds when youth who are dually committed to the care or custody of CFSA and another agency are missing from non-foster home placements both inside of and outside of the District.

When youth who are dually committed to the care and custody of CFSA and DYRS for whom CFSA is the lead agency are reported missing from a congregate or therapeutic treatment facility through an unusual incident report, CFSA follows our policy and protocol for missing youth and informs DYRS of the youth’s missing status and efforts made to locate the youth. If DYRS is the lead agency, notifications and unusual incident reports from the facility are sent directly to DYRS. DYRS then initiates their process for locating a missing child and alerts CFSA to the child’s missing status and the steps taken to locate the youth. CFSA then follows the process as outlined in the agency’s policy to locate the youth.

Permanency

84. Provide the total number of youth, by age and gender, who in FY17 have a permanency goal of:

- a. Adoption;**
- b. Guardianship;**
- c. Custody; and**
- d. Another Planned Permanent Living Arrangement (APPLA).**

Age	Permanency Goal					Total
	Adoption	APPLA	Guardianship	Reunification	No Goal	
0	1	0	1	26	2	30
1	14	0	0	46	3	63
2	15	0	1	23	3	42
3	15	0	3	23	2	43
4	17	0	1	19	3	40
5	11	0	5	18	3	37
6	14	0	3	27	3	47
7	17	0	1	18	2	38
8	12	0	8	20	4	44
9	11	0	5	13	2	31
10	5	0	7	13	1	26
11	8	1	5	12	1	27
12	5	1	5	15	0	26
13	8	1	5	16	1	31
14	8	0	15	16	2	41
15	8	1	13	21	3	46
16	7	4	23	26	2	62
17	11	6	14	13	1	45
18	0	21	35	7	0	63
19	3	40	12	4	2	61
20	0	42	11	1	1	55
Total	190	117	173	377	41	898

Gender	Permanency Goal					Total
	Adoption	APPLA	Guardianship	Reunification	No Goal	
Female	83	58	83	186	23	433
Male	107	59	90	191	18	465
Total	190	117	173	377	41	898

85. The Federal Preventing Sex Trafficking and Strengthening Families Act of 2014 prohibits the use of APPLA as a permanency goal for children under the age of 16. What is CFSA's plan to implement this law and are there any CFSA youth with an APPLA permanency goal who is under 16 years of age? Please describe any changes from FY16.

Prior to the 2014 legislation, CFSA's policies and procedures prohibited the use of the Alternative Planned Permanent Living Arrangement (APPLA) as a goal for youth under 16 years old. It is important to note that the DC Family court has the authority to change a goal outside of the CFSA's recommendation.

No youth under 16 years old had a goal change to APPLA in FY2017 and 20 in FY2018.

Four youth under the age of 16 had a goal change to APPLA prior to FY2017. Three of the four youth are Unaccompanied Refugee Minors.

86. The federal Sex Trafficking and Strengthening Families Act of 2014 allows children ages 14 and older to participate in transition planning for successful adulthood.

- a. **Describe CFSA's efforts to expand its current transition planning efforts to begin at age 14.** CFSA works diligently to achieve permanence for youth in the foster care system and the majority of youth are reunified or exit to permanency through guardianship or adoption. However in recognition of the importance of establishing transition-to-adulthood goals, CFSA begins transition planning for youth age 14, or as a they enter high school. The agency understands that goals developed at age 14 will likely evolve and change by the time a young person reaches 21; therefore the youth transition planning meeting is focused on goal attainments and assessing when/how goals must be tailored to fit each individual child. The young person, and their team, during the quarterly meetings mark progress towards fulfilling their objectives and adjusting as necessary. To help youth get a strong start on this important work, at age 15 they become eligible for Chafee-funded services provided through the Office of Youth Empowerment (OYE). In addition, beginning in the 9th grade, CFSA youth are connected to OYE for education and career preparation work. Following Federal Guidelines transition planning begins at age 14 and regular treatment planning meetings are held every six months until the age of 20 when the meetings are held every 90 days.

- b. **How many children ages 14 and older had monthly team meetings in FY17?** CFSA invites and encourages youth ages 14 years and older to participate in case planning meetings that occur two times per year during which permanence, education, money management, life skills, transportation and other transition areas are addressed. Youth ages 15 years and older participate in a youth transition planning process that occurs two times per year.

On the last day of the FY2017, 35 out of 41 youth (85 percent) aged 14 had current case plans. Of the remaining six youth:

- Two youth had expired case plans that were less than one month expired
- Two youth had expired case plans that were more than one month expired
- Two youth did not have a case plan completed
 - One had entered care recently enough that the case plan was not yet due (entered care <30 days prior)
 - One youth had not yet had a completed case plan (entered care <60 days prior)

On the last day of FY2017, 293 YTP's were completed for 347 youth (84 percent). A total of 17 exclusions in the 18-21 year old population were found due to mental health, developmental disability, abscondence, refusal and incarceration.

87. How many adoptions were finalized in FY17? FY18 to date? What was the average length of time from filing of an adoption petition to finalization of such adoptions?

FY2017	Foster Care Adoptions
Oct 2016	10
Nov 2016	28
Dec 2016	5
Jan 2017	0
Feb 2017	8
Mar 2017	3
Apr 2017	3
May 2017	4
Jun 2017	5
Jul 2017	16
Aug 2017	4
Sep 2017	3
Total	89

FY2018	Foster Care Adoptions
Oct 2017	5
Nov 2017	25
Dec 2017	3
Total	33

Fiscal Year	Foster Care Adoptions Finalized
FY2017	12 months
FY2018	11 months

88. For FY17 and FY18 to date, please provide the number of children who have a permanency goal of adoption and were placed in an approved adoption placement within:

- a. **9 months of the goal being set;**
- b. **12 months of the goal being set;**
- c. **18 months of the goal being set; and**
- d. **24 months or longer of the goal being set.**

Months	FY2017	FY2018
0 - 9	86	80
10 - 12	10	5
13 - 18	7	8
19 - 23	3	2
24+	8	9
Not in Pre-Adoptive Home	71	64
Not in Pre-Adoptive Home with Court Ordered Recruitment Exemption	5	3
Total Children	190	171

89. How many guardianships were finalized in FY17? FY18 to date? What was the average time from filing of a guardianship petition to finalization of such guardianships?

Fiscal Year	Total Children¹⁹
FY2017	37
FY2018	14

90. For FY17 and FY18 to date, please provide the number of children who have a permanency goal of guardianship and were placed with an identified candidate for guardianship within:

- a. **9 months of the goal being set;**
- b. **12 months of the goal being set;**
- c. **18 months of the goal being set;**
- d. **24 months or longer of the goal being set; and**

Months	Total Children (as of 9/30/2017)
0 - 9	48
10 - 12	1
13 - 18	2
19 - 23	1
Total Children	52

- e. **The number of children with a permanency goal of guardianship that are not currently placed with an identified candidate for guardianship.**

FY2017	121
FY2018	129

¹⁹ CFSA does not track average time for filing of guardianship petitions, there are no statutorily mandated timelines for guardianship filings.

91. How many children remain in foster care after being the subject of a termination of parental rights (TPR) order? How many of such children have stayed in foster for:

- a. 6 months following a TPR;**
- b. 12 months following a TPR;**
- c. 18 months following a TPR; and**
- d. 24 months or longer following a TPR?**

FY2017

Months	Total Children
0 - 6	0
7 - 12	0
13 - 18	0
19 - 23	0
24+	2
Total	2

FY2018

Months	Total Children
0 - 6	0
7 - 12	0
13 - 18	0
19 - 23	0
24+	2
Total	2

Private Agency Performance

92. For each private agency that places and/or case manages youth in foster care, please provide the Committee with the following for FY17 and FY18, to date:

- a. The most current data on the average time a child remains in foster care when his/her case is managed by that agency. How does this data compare to children whose cases are managed by CFSA?**

FY2017

Agency	Total Children	Total Length of Stay with Agency (in Months)	Average Length of Stay with Agency (in Months)
Boys Town Washington DC Inc	16	171	11
Family Matters	44	903	21
Latin American Youth Center	18	242	13
Lutheran Social Services	52	1,024	20
National Center for Children & Family	109	1,846	17
PSI Services	111	2,134	19
Seraaj Family Homes	77	1,604	21
Private Agency	427	7,924	19
CFSA	471	6,076	13
Total	898	14,000	16

FY2018

As a result of the TSHR, all children previously served by different providers are in the final stages of transitioning to NCCF, scheduled to be completed by March 31st. It would be more appropriate to provide length of stay comparisons between CFSA and NCCF after the children have been fully transitioned to NCCF's care.

- b. **Data on the timely achievement of permanency outcomes for each private agency. How does this data compare to children whose cases are managed by CFSA?**

Agency	Permanency/Non-Permanency	Exit Reason	Total Children	Total Length of Stay with Agency (in Months)	Average Length of Stay with Agency (in Months)
Boys Town Washington DC Inc	Permanency	Adoption	2	16	8
		Guardianship	6	48	8
		Reunification	8	66	8
		Subtotal	16	130	8
	Non-Permanency	Emancipation	2	78	39
		Subtotal	2	78	39
	Agency Subtotal		18	208	12
CFSA	Permanency	Adoption	67	2,109	31
		Guardianship	22	639	29
		Reunification	143	1,156	8
		Subtotal	232	3,904	17
	Non-Permanency	Emancipation	30	1,363	45
		Placement/Custody to be provided by another District agency	6	43	7
	Subtotal		36	1,406	39
	Agency Subtotal		268	5,310	20
Family Matters	Permanency	Guardianship	1	37	37
		Reunification	6	92	15
		Subtotal	7	129	18
	Non-Permanency	Emancipation	3	134	45
		Subtotal	3	134	45
	Agency Subtotal		10	263	26
Foundation for Home and Community	Permanency	Reunification	1	51	51
		Subtotal	1	51	51
	Agency Subtotal		1	51	51
Latin American Youth Center	Permanency	Reunification	5	27	5
		Subtotal	5	27	5
	Agency Subtotal		5	27	5
Lutheran Social Services	Permanency	Adoption	9	333	37
		Guardianship	2	12	6
		Reunification	5	84	17
		Subtotal	16	429	27
	Non-Permanency	Emancipation	12	366	31
		Subtotal	12	366	31
	Agency Subtotal		28	795	28
National Center for Children & Family	Permanency	Adoption	7	129	18
		Guardianship	4	120	30
		Reunification	23	226	10
		Subtotal	34	475	14

Agency	Permanency/Non-Permanency	Exit Reason	Total Children	Total Length of Stay with Agency (in Months)	Average Length of Stay with Agency (in Months)
	Non-Permanency	Emancipation	6	192	32
		Subtotal	6	192	32
	Agency Subtotal		40	667	17
PSI Services	Permanency	Adoption	7	466	67
		Guardianship	1	20	20
		Reunification	13	267	21
		Subtotal	21	753	36
	Non-Permanency	Emancipation	10	450	45
		Subtotal	10	450	45
	Agency Subtotal		31	1,203	39
Seraaj Family Homes	Permanency	Adoption	7	185	26
		Guardianship	3	39	13
		Reunification	12	138	12
		Subtotal	22	362	16
	Non-Permanency	Emancipation	7	298	43
		Subtotal	7	298	43
	Agency Subtotal		29	660	23
Total			430	9,185	21

- c. For each private agency, the number and percentage of foster homes in D.C. versus Maryland and Virginia. How does this data compare with CFSA foster homes?

FY2017

Non Contracted Homes	Licensed Homes									
	State									
	DC		MD		VA		Other		Total	
CFSA Foster Homes	260	39%	84	13%	4	1%	5	1%	353	53%
Contracted Homes	Licensed Homes									
	State									
	DC		MD		VA		Other		Total	
Boys Town Of Washington (Program)	1	0%	17	3%	0	0%	0	0%	18	3%
Family Matters Of Greater Washington	5	1%	28	4%	0	0%	0	0%	33	5%
Latin American Youth Center (Program)	8	1%	0	0%	1	0%	0	0%	8	1%
Lutheran Social Services	10	2%	31	5%	0	0%	1	0%	41	6%
Natl Center/Children & Families (Baptist Home)	12	2%	64	10%	0	0%	0	0%	76	11%
PSI Family Services (Program)	10	2%	56	8%	0	0%	0	0%	66	10%
Seraaj Family Homes	18	3%	53	8%	0	0%	0	0%	71	11%
Private Agencies Subtotal	64	10%	249	37%	0	0%	0	0%	313	47%
Total	324	49%	333	50%	4	1%	5	0%	666	100%

FY2018

Non Contracted Homes	Licensed Homes									
	State									
	DC		MD		VA		Other		Total	
CFSA Foster Homes	243	39%	94	15%	4	1%	7	1%	348	56%
Contracted Homes	Licensed Homes									
	State									
	DC		MD		VA		Other		Total	
Boys Town Of Washington (Program)	0	0%	11	2%	0	0%	0	0%	11	2%
Family Matters Of Greater Washington	2	0%	25	4%	0	0%	0	0%	27	4%
Latin American Youth Center (Program)	9	2%	0	0%	0	0%	0	0%	9	2%
Lutheran Social Services	8	1%	25	4%	0	0%	0	0%	33	5%
Natl Center/Children & Families (Baptist Home)	6	1%	72	12%	0	0%	0	0%	78	13%
Psi Family Services (Program)	5	1%	53	9%	0	0%	0	0%	58	9%
Seraaj Family Homes	1	0%	54	9%	0	0%	0	0%	55	9%
Private Agencies Subtotal	31	5%	240	39%	0	0%	0	0%	271	44%
Total	274	44%	334	54%	4	1%	7	1%	619	100%

- d. **Describe CFSA's outreach and training for private agency social workers regarding changes in CFSA policy. What data does CFSA collect regarding private agency compliance with CFSA policy?**

CFSA typically has private agency representation on its policy work groups to ensure that they have a voice in governance development. Following publication of a new or updated policy, CFSA's implementation plan includes the following steps, at a minimum:

- Post the document to CFSA's online policy manual and mass distribute the link to child welfare constituents, including private agency partners.
- Make presentations on new policies at private agency provider meetings.
- Develop and distribute training webinars for front-line staff, including private agencies.
- Include policies in pre-service and in-service training.

93. During FY18, CFSA started the Safe Haven Redesign, which transitioned all foster homes in DC and Maryland that were case managed by one of seven (7) private agencies to the management of CFSA or the National Center for Children and Families (NCCF).

- a. Please explain why CFSA was not able to fully implement the Safe Haven Redesign as of January 1, 2018 and what steps the Agency has taken and will continue to take to ensure that there are (i) sufficient beds for all youth in foster care; and (ii) there is minimal placement changes?**

To ensure that all transitioning foster home recertifications were fully COMAR (required by Maryland) compliant NCCF, our agency partner, elected to conduct full home study reviews as opposed to utilizing the expedited home study review process initially negotiated with the State of Maryland. Therefore, 69 foster homes recertifications (31 PSI and 38 Seraaj) were extended to March 31, 2018.

- i. i. Throughout the transition process this fall CFSA and NCCF worked together continuously to ensure that all transitioning youth and new removals were placed in the most appropriate placements in a timely manner. As of December 31, 2017 three of the six providers' (Boys Town, Lutheran Social Services and Family Matters) foster parents and foster youth successfully transitioned to NCCF or to CFSA. To date, the majority of existing foster parents (88 percent DC and 73 percent in Maryland) have successfully transitioned.

With the transition CFSA will acquire a number of newly licensed foster homes that currently have no placements, therefore the overall pool of available foster home beds in Maryland will increase.

- ii. ii. Regarding placement stability, for the 316 children initially affected by the Temporary Safe Haven Redesign (TSHR) transition, only 19 children required replacement (6 percent of the affected children). Overall, the youth in foster care remained stable throughout the major portion of the TSHR transition.

- b. **How many youth have changed placements because their foster parents did not want to be managed by CFSA or NCCF (or for other reasons related to the redesign)?**
- i. **How many of these youth changed jurisdictions as a result of this placement change?** Of the 19 youth replaced, seven moved from a Maryland foster home placement to a District foster home placement. Four were placed in CFSA foster homes and three were placed in CFSA monitored group homes.
 - ii. **How many of these youth changed schools as a result of this placement change?** To date, only four of the 19 youth replaced as a result of TSHR have transferred to a new school (less than 1 percent of the overall 316 youth who were affected by TSHR implementation).
- c. **How many youth does the Agency expect to change placements?**
- i. **How is the Agency planning to track the effects of these changes?** CFSA does not anticipate a significant number of additional changes related to TSHR. Of the remaining 69 foster home transitions, current foster parents have indicated that they will transfer to NCCF by March 31, 2018. While there may be some changes that occur over the next two months, these changes would be within the normal course of business.
 - ii. **What resources are the Agency using or planning to use to ensure smooth changes/transitions?** CFSA and NCCF meet weekly on the status of license re-certifications. NCCF re-licensing staff is adequately resourced to process the remaining foster home recertifications by March 31, 2018. Therefore, CFSA does not anticipate needing additional resources.

d. **How many foster home beds (vacant and filled) did CFSA net by ending its contract with the seven private agencies and awarding the sole provider contract to NCCF?** Taking into consideration those foster homes that closed as a result of children reaching permanency and normal attrition through foster parent retirements it is not possible to project “net new” foster home beds based on Temporary Safe Haven Redesign foster home beds at this time. CFSA will have a better estimate of “net new” foster home beds by March 31, 2018 once the remaining foster homes have transitioned.

e. **How is CFSA ensuring that NCCF is equipped to provide DC foster youth and their families culturally competent case management?** CFSA and NCCF have well established training programs and utilize national best practice training curricula to train staff. A portion of that training addresses cultural competency.

CFSA and NCCF have strong quality assurance processes to address continuous quality improvement and are mutually working together on clinical best practices with line staff and managers to ensure continuity of service delivery.

Working closely together as partners CFSA and NCCF will also create enhanced training opportunities to train staff on areas of birth family engagement and identification of kin resources, utilizing national evidence based practices.

f. **What supports does CFSA plan to provide foster parents in Maryland if these foster parents express that NCCF is not providing them the supports necessary to care for the DC foster children that are in their home?** CFSA and NCCF are working jointly to ensure that there is open communication regarding resources and supports. Over the past year CFSA worked closely with the overall foster parent community to identify gaps in services and to address concerns through tough hall meetings and written communication. As partners CFSA and NCCF will continue this work, providing clear communication on what services are provided and how services should be accessed, either from CFSA directly or NCCF. In instances where foster parents have concerns about access to needed services foster parents have the ability to communicate with the CFSA Program Operations and Office of Well Being Management leadership and the agency ombudsman for assistance.

- 94. Please list any reprogramming, in or out which occurred in FY17 and FY18, to date. For each reprogramming, please list the total amount of reprogramming, the original purposes for which funds were dedicated, and the reprogrammed use of funds.**

See Attachment Q94, Local and Federal Reprogramming Reports FY2017-FY2018

- 95. Please provide a list of all studies, research papers, and analyses (“studies”) the agency prepared, or contracted for, during FY17 and FY18, to date. Please state the status and purpose of each study.**

See Attachment Q95, CFSA Research and Analysis Reports

Youth Bill of Rights

- 96. Regarding the Foster Youth Rights and Responsibilities Act of 2012, please provide an update about ongoing efforts taken to educate:**

- a. Youth about their rights and responsibilities;** In February 2016, the CFSA Child Welfare Training Academy (CWTA) designed and developed a webinar for training of the Youth Bill of Rights (YBOR). The webinar was recorded and sent to CFSA and private agency social workers, family support workers and resource parents. Included with the webinar link was the completed YBOR document and instructions on how to access the webinar.

The YBOR is posted on the Agency’s website along with the associated law and regulations. CFSA requires group home providers to post copies of the document in their facilities, and we ensure that this has taken place as part of routine facility monitoring.

YBORs have also been included as part of the Placement Packet. This will ensure that when a youth is placed the resource parents and youth have an opportunity to review and understand their rights. Lastly, CFSA has created YBOR’s in other languages, which is available on the CFSA internet:

- Spanish
- Vietnamese
- Amharic

CFSA and private-provider social workers are mandated to provide a hardcopy of the YBOR to all children and youth over age 14 in foster care or to the guardian ad litem of children under 14 years of age.

b. Resource providers about their responsibilities under the law?

The CFSA Director sent guidance through email notification to family-based foster care providers, congregate care providers, CFSA foster parents, Family Court judges, guardians ad litem, child advocates, and other stakeholders. It emphasized the intent of the YBOR and clarified that everyone involved with children and youth in care is expected to uphold these rights, and described distribution procedures going forward.

CFSA maintains ongoing efforts to educate stakeholders about YBOR included OPPPS team member completion information sessions and staff development sessions for the Private Agencies and CFSA staff. Recently in January 2018, information review sessions occurred with staff at OYE, the Private Agencies and Permanency.

Housing & Rapid Housing

97. Please provide a detailed status report on the usage of Rapid Housing in FY17 and in FY18 to date, including:

- a. The number of parents who applied for Rapid Housing to keep children out of foster care. How many children were within these families?**
See chart below.
- b. The number of parents who received Rapid Housing to keep children out of foster care. How many children were within these families?**
See chart below.
- c. The number of reunification cases in which families applied for Rapid Housing. See chart below.**
- d. The number of reunification cases in which families received Rapid Housing. See chart below.**
- e. The number of youth emancipating from care who applied for Rapid Housing. See chart below.**
- f. The number of youth emancipating from care who received Rapid Housing. See chart below.**

FY2017

Case Type	Applied		Received	
	Parents/Families	Children/Youth	Parents/Families	Children/Youth
Preservation	59	166	56	162
Reunification	63 cases		60 cases	
Exiting Youth	37 youth		24 youth	

FY2018

Case Type	Applied		Received	
	Parents/Families	Children/Youth	Parents/Families	Children/Youth
Preservation	23	76	22	74
Reunification	22 cases		16 cases	
Exiting Youth	9 youth		5 youth	

- g. Did the Rapid Housing program run out of funds at any time in FY17? If so, what was the reason for that?**

The Rapid Housing Program did not run out of funds at any time in FY2017.

- h. Were there any changes to the Rapid Housing program in FY17 or FY18 to date? If yes, what were the changes and the reasons for these changes?**

There were no changes made to the Rapid Housing Program.

- i. What was the average award for each population of Rapid Housing recipients?

Type of Case	Average per family/client ²⁰ (FY2017)	Average per family/client (FY2018)
Preservation	\$3,703	\$5,427
Reunification	\$4,095	\$7,085
Youth Aftercare/Exiting Youth	\$4,073	\$12,646

98. How many of the youth, who aged out of care, used Rapid Housing funding to subsidize housing with relatives or former foster parents? How many used the funds to support independent housing?

Fiscal Year	Independent Housing	Former Foster Parent	College Housing	TOTAL
FY2017	15	3	6	24
FY2018	5	0	0	5

99. Other than Rapid Housing, what type of financial housing support does the agency provide youth who age out of care?

- a. Describe the capacity of these supports to provide assistance to youth in foster care who haven't accessed them before.

CFSA continues to support three supportive housing programs specifically for focused on youth who have transitioned out of the foster care system. These programs are outlined below and implemented in partnership with other District agencies and community partners.

²⁰ Determining the average award amount per family for Rapid Housing varies based on the case type, family size, length of assistance, location of housing, and unique circumstance of the family.

Genesis is a community for young mothers “aging out” of the foster care system and their children which opened in November 2015. Mi Casa, Inc., a non-profit housing developer that provides quality affordable housing to low-and moderate-income households in the Washington, DC area joined with a range of public and private partners to develop Genesis. The affordable community includes nine units for young mothers and children, 15 for seniors, and four for other families not connected to the foster care system. All adult residents commit to specified levels of community participation and service.

The Wayne Place Project is a joint effort between CFSA and the DC Department of Behavioral Health to provide transitional supportive housing for youth aging out of the foster care system or youth transitioning from psychiatric residential centers and who require intensive services to stabilize them in a community environment. The program focus is to provide a real life community experience so the youth are prepared to positively and successfully engage and participate in the community environment. A major component of the program is the evidence-based model, Transition to Independence Program (TIP). The TIP model contains educational and employment preparation and support services. Since its opening in March 2015, Wayne Place has served 81 young adults, which includes 20 young adults currently residing within the program. Of the 61 discharges, approximately 81 percent (48 of 59) have transitioned into their own or shared housing.

In addition to Wayne Place, CFSA has also continued its partnership with The Elizabeth Ministries Program for young mothers. TEM program provides intensive case management for the young women enrolled to ensure their success in the program. TEM also provides support in the areas of education, recreation, life skills training, health navigation, and mentors to further ensure their success in meeting their personal goals. This support also includes individual and group therapy as well as access for their children to TEM AsA Early Learning Academy. TEM has served 31 young mothers since the start of the grant partnership.

- b. **How many youth started accessing these supports in FY17 and in FY 18 to date?**

Program	Capacity	FY2017 Utilization	FY2018 Utilization
Wayne Place	40	24	20
Elizabeth Ministries	8	7	6
Genesis	8	8	8

- c. For how long would youth access these supports (please at least include the average length of time, and the two longest cases)?

Program	Program LOS	FY2017 LOS		FY2018 Q1 LOS		Longest LOS ²¹
		Discharges	Average Length of Stay ²²	Discharges	Length of Stay ²³	
Wayne Place	18 months	41	15 months	1	2 months	18 months
Elizabeth Ministries	24 months	2	13 months	1	13 months	21 months
Genesis ²⁴	PSH	1	18 months	0	N/A	26 months

100. Are there special housing or financial programs for parenting youth? If yes, how many youth received this assistance? What was the total amount of assistance provided?

Project	# of Youth Received	FY2017 ²⁵	FY2018
Generations of Hope (Genesis)	8	\$ 284,458 (programming - to Georgia Avenue) \$ 350,000 (planning – to MiCasa, Inc.)	\$0 ²⁶
Elizabeth Ministries	8	\$ 345,638	\$345,638

²¹ The two longest cases for all three housing programs had identical start and end dates. For Genesis, the cases are still open and both clients started when the program opened.

²² Average Length of Stay is determined by the number of client discharged from the program in FY2017 (October 1, 2016 – September 30, 2017) and their length of stay.

²³ Average Length of Stay is determined by the number of client discharged from the program in Q1 of FY2018 (October 1, 2017 – December 31, 2017) and their length of stay.

²⁴ Genesis does not maintain a time limited length of stay. Residents accepted into the Genesis program are transitioned into a Permanent Subsidized Housing Program (income based) to maintain their rent costs.

²⁵ These amounts reflect the operating costs of the projects. CFSA does not track the individual voucher amounts received by youth administered by the DC Housing Authority.

²⁶ Funding of this project is separated into extension of the planning grant given to the MiCasa Corporation and the actual programming paid to Georgia Avenue Collaborative. The eight residents within the Genesis program transitioned into subsidized income based rental programs to sustain their residence.

101. Has the Agency started to collect data regarding referrals of homeless families from Virginia Williams or otherwise?

CFSA has started to collect data regarding referrals of families experiencing homelessness from Virginia Williams. CFSA began in October 2017, our “Front Yard Strategy” in partnership with the Department of Human Services. Currently families referred are new entries to the Virginia Williams Shelter that meet certain criteria based on the Virginia William Family Resource Center Family Assessment Mapping Form. The Front Porch Strategy ensures that young families experiencing homelessness (parents) aged 17-25 with children aged 0-6 are linked to community based prevention services and supports through the Healthy Families Thriving Communities Collaborative. Since the inception of this strategy, ten families with 21 children have been referred.

Pregnant/Parenting Youth

102. Regarding pregnant or parenting youth, please provide the following for FY17 and FY18, to date:

a. The number of youth who are pregnant or who are parents;

FY2017	
Pregnant	3
Parenting	39
TOTAL	42

FY2018	
Pregnant	3
Parenting	41
TOTAL	44

- b. A breakdown of the types of placements (e.g. foster homes, teen parent programs) in which known pregnant or parenting youth are placed and how many youth are placed in each type of placement;

FY2017	
Independent Living Program	21
Foster Home	20
PRTF	1
TOTAL	42

FY2018	
Independent Living Program	22
Foster Home	21
Abscondence	1
TOTAL	44

103. Please provide an update on what programming is provided to reduce unplanned pregnancies and assist with sex education?

The Healthy Horizons Health Clinic provides sexual health counseling, testing, and birth control. A section of the youth transition plan is dedicated to a young person's health that specifically speaks to pregnancy prevention. Sexual health is an ongoing discussion between social workers and youth. Congregate care facilities and OYE have condoms available for youth on-site. Congregate care facilities also offer life skills classes dedicated to healthy sexual behavior.

104. Regarding teen parent programs, please describe:

a. The training that program staff receive in order to work with teen parents;

Program staff who work with teen parents are required to meet the same training requirements as staff within other congregate care programs as outlined in Chapter 62, Licensing of Youth Shelters, Runaway Shelters, Emergency Care Facilities, and Youth Group Homes. Program staff must complete at least 20 hours of pre-service training and 40 hours of annual in-service training.

b. How CFSA monitors teen parent programs to ensure the safety of and quality of services provided to pregnant and parenting youth;

CFSA conducts monthly announced and unannounced visits, monthly physical plant inspections, youth record reviews, staff record reviews; and youth interviews to ensure the safety and quality of services for pregnant and parenting youth.

c. The programming CFSA provides for teen mothers/fathers;

Teen mothers in congregate care facilities are offered substance abuse support, financial literacy, sewing classes, home maintenance classes, healthy cooking classes, field trips, movie nights, and “mommy read to me” activities. They are also able to participate in the Personal Best and Bright Beginnings curricula which focus on the mothers as adolescents and parents while strongly encouraging co-parenting.

Teen mothers and teen fathers are also eligible for linkage to all community resources pertaining to parenting youth such as Women, Infants & Children (WIC), Safe Sleep, Healthy Babies, Mary’s Center, and the DC Diaper Bank. CFSA does not track teen fathers in care or linkage to community resources. However, if a young man is identified as a father he is eligible to receive the same supportive services.

d. The number of teen mothers/teen fathers that have participated in these programs?

All teen mothers placed in congregate care have participated in one or more of the programs provided through their placements as it is a requirement for continued admission, individualized case management, and programming. A total of 35 teen mothers and six teen fathers participated in parenting classes. A total of 31 participated in cooking/ meal planning. A total of 29 participated in budgeting/ financial literacy. Seven teen parents participated in substance abuse classes.

- e. **The program outcomes?** Overall program outcomes look at school attendance/completion, vocational engagement, mental health service engagement, apartment maintenance, independent parenting skills and lack of CPS involvement. Outcomes are measured on an individual basis, as each youth is a different age and at a different functioning level. Outcomes are measured through the ITILP process and very detailed ITILP plans which include parenting skill outcomes, life skill outcomes, educational outcomes, vocational outcomes, and behavioral outcomes for each resident.

105. For each teen parent program, please describe or provide:

- a. **The program's current capacity and the number of youth currently placed there;**

Teen Parent Program	Capacity	# of youth currently placed
Elizabeth Ministries	12	11
Bright Futures	12	9

- b. **The program's current staff-to-ward ratio, as well as the program's current staff-to-resident (including the children of wards) ratio.** The staff-to-ward ratio in the program is according to the regulations set out in Title 29 Chapter 62 of the DC Municipal Regulations. The ratio required is 1:8 during daytime, evening, and overnight hours. This ratio does not include the children of wards. A counselor shall be available at all times to staff and residents via pager or telephone. The contact information is conspicuously posted in the facility.

- c. The total number of pregnant/parenting youth placed at the program in FY17, FY18 to date;

Teen Parent Program	FY2017	FY2018
Elizabeth Ministries	16	11
Bright Futures	15	14
Total	31	25

- d. The number of unusual incident reports made during FY17 regarding youth placed at the program, FY18 to date;

Teen Parent Program	F2017	FY2018
Elizabeth Ministries	17	2
Bright Futures	57	7
Total	74	9

- e. The number of placement disruptions during FY17, FY18 to date;

Teen Parent Program	FY2017	FY2018
Elizabeth Ministries	2	0
Bright Futures	4	2
Total	6	2

- f. The number of hotline calls regarding teen parents and their children residing at the program in FY17, FY18 to date; and

Teen Parent Program	FY2017	FY2018
Elizabeth Ministries	3	1
Bright Futures	1	1
Total	4	2

- g. The number of removals by CPS of children from teen parents residing at the program in FY17, FY18 to date.

Teen Parent Program	FY2017	FY2018
Elizabeth Ministries	1	1
Bright Futures	1	1
Total	2	2

106. How does the agency support the involvement of fathers of children born to young women in care? What placement options are available for foster youth who desire to co-parent with their partners?

CFSA supports the involvement of fathers of children born to young women in care by encouraging their participation in all aspects of their children's lives. Young mothers are counseled on the importance of co-parenting and encouraged to allow fathers to visit regularly with their children, participate in the parenting curriculum and in all aspects of child planning (health, education, child care, cultural/community connections).

There are no placement options for foster youth who desire to cohabitate with their partners and children.

107. Please provide an update regarding CFSA’s progress in implementing the recommendations of its Youth Aftercare Workgroup.

Below are the recommendations presented by the Youth Aftercare Workgroup with an update on progress in each area:

1. Designate Leadership and Staffing for the program.

The Office of Youth Empowerment has been designated as the lead for this program, working to ensure a seamless referral process and monitoring the progress of the youth being served.

2. Establish expanded, uniformed outcome measures.

CFSA is using a comprehensive set of “Transition-to-Adulthood” benchmarks and outcomes to measure progress of youth participating in Aftercare services. These benchmarks and outcomes cover ten critical domains for youth and young adults ages 14-23: housing, education, employment, financial stability, health, (physical, mental, sexual), relationships/core connections, personal agency/maturity, life skills, documents and parenting. Across these domains, the benchmarks and outcomes aim for the achievement of two overarching goals: day-to-day stability and the development of broad adult competencies.

3. Change the program mode.

Recognizing that best practice in working with young adults aging out of the foster care system indicates use of a youth partnership/positive youth development model, in FY2017, CFSA issued a new scope of work for Aftercare that would rely extensively on this model. The selected provider, The Young Women’s Project, demonstrated the requisite experience and capacity to implement Aftercare services within this framework, and is now executing that work.

4. Start substantive transition to adulthood work earlier.

CFSA recognizes the importance of establishing transition-to-adulthood goals at age 14 (or as a youth enters high school) and, indeed, such work is federally mandated to begin at this age. In addition, the agency understands that goals developed at age 14 will likely evolve and change by the time a young person reaches age 21. As a result, our outcomes and benchmarks are calibrated to assess whether each young person has the needed capacity to stay on track towards fulfilling his or her own objectives and to ensure that if an objective or benchmark is not achieved within one timeframe, that it continues into the next, or is modified as needed. To help youth get a strong start on this important work, at age 15 they become eligible for Chafee-funded services provided through the Office of Youth Empowerment (OYE). In addition, beginning in the 9th grade, CFSA youth are connected to OYE for education and career preparation work.

5. Make feasible, priority program improvements prior to FY2017.

As a result of the Youth Aftercare Workgroup's efforts, two distinct actions were taken prior to, and during, FY 2017. 1) CFSA developed and issued a new Youth Aftercare Scope of Work reflective of best practices in the field, and then contracted with a single provider to execute this work. Contracting with a single provider (compared to five providers previously) was aimed at increasing equity of service provision, streamlining and facilitating access to programming, and improving management and consistency. 2) An agency-wide collaboration, with significant participation from community stakeholders, developed a comprehensive set of progressive outcomes and benchmarks for youth ages 14-23, for use across all agency programming.

6. Ensure strong intra-agency transitions and communication.

Establishing single points of contact within both the agency and the contractor has substantially strengthened the transition to Aftercare, including improved communication, more expeditious referral, and greater consistency in follow-up.

LaShawn A. v. Bowser

108. Please provide a status update on the class action lawsuit *LaShawn A. v. Bowser*.

LaShawn v. Bowser is a class action lawsuit filed in 1989 on behalf of all children in the care of the District's public child welfare program and all children who are the subject of a report of abuse or neglect. There are 88 Exit Standards to be achieved. The court monitoring period is every six months. As of June 30, 2017, of the 88 Exit Standards included in the *LaShawn A. v. Bowser* Implementation and Exit Plan, the District met 73 (83 percent) Exit Standards²⁷.

During the January to June 2017 monitoring period, the Court Monitor, noted that performance improved on several of the remaining Exit Standards, including:

- Acceptable Investigations – 75 percent of investigations were of acceptable quality, up from 72 percent of investigation in the previous period.
- Visits between Parents and Children – the monthly performance ranged from 77 percent to 87 percent, up from a December 2016 performance of 83 percent in the previous period.

There is a status hearing scheduled for May 16, 2018.

See Attachment Q108, LaShawn Infographic

²⁷ The 73 Exit Standards includes three Exit Standards that were partially met for the January – June 2017 monitoring period. Exit Standards that were partially met are: IEP citation I.C.22.a – Health and Dental Care: Health Screenings, IEP citation I.C.22.d – Health and Dental Care: Medicaid, and IEP citation I.D.25 - Caseloads

Budget and Policy Directives

109. Please provide a status update on the agency's compliance with the committee's FY18 budget and policy directives. When reports or other documents are indicated, please provide those documents.

The Committee on Human Services did not provide the Child and Family Services Agency with any policy directives for FY2018. However, the Committee did provide policy recommendations to CFSA. Listed below are the actions taken by CFSA in response to the Committee's recommendations.

Policy Recommendations

CFSA applies intensive and direct strategies to services for older youth in care by doing the following:

- Utilizing CASAS testing and career assessments to determine interest and employability skills to match with programming
- Link to DOES for career exposure at a younger age, additional options for vocational training, and added support to older youth who are disconnected
- Connecting with Community Based Organizations to provide youth with subsidized employment
- Teaming with all stakeholders to ensure necessary supports are in place for youth to be successful.
- Increased staffing and training to provide direct supports for youth in grades 8 through college graduation
- OYE organizes educational events for youth and families to enhance self-advocacy and exposure to educational supports
- Tracking school placement changes and supporting placement in appropriate educational settings
- Specialists attend team meetings to support and problem solve

Budget Recommendations

CFSA met the deadline for all local fund reductions and increases as identified in the FY2018 Budget.

Internal Operations, Analysis, and Performance

110. Please provide a list of all MOUs currently in place and any MOUs planned for the coming year. Please provide copies of all such MOUs.

See Attachment Q110, CFSA MOUs

DC CHILD AND FAMILY SERVICES AGENCY ACTIVE MOU/MOA LISTING FOR FY18

RECORD YEAR	AGREEMENT TYPE	AGENCIES	DESCRIPTION	BUYER/SELLER	AMOUNT	EXPIRATION
1	MOA	HEALTHY FAMILIES/THRIVING COMMUNITIES	AGREEMENT TO SUPPORT THE FATHERHOOD EDUCATION, EMPOWERMENT AND DEVELOPMENT PROGRAM (FEED)	N/A	N/A	DOES NOT EXPIRE
2	MOA	DEPARTMENT OF DISABILITY SERVICES (DDS)	DATA SHARING	N/A	N/A	DOES NOT EXPIRE
3	MOA	DEPARTMENT OF DISABILITY SERVICES (DDS)	CASE PLANNING AND COORDINATION FOR TRANSITION YOUTH FROM DDS TO CFSA	N/A	N/A	DOES NOT EXPIRE
4	MOA	OFFICE OF THE STATE SUPERINTENDANT FOR EDUCATION (OSSE), DISTRICT OF COLUMBIA PUBLIC SCHOOLS (DCPS)	SPECIALIZED EDUCATION SERVICES FOR CHILDREN AND YOUTH PLACED IN OUT OF STATE PLACEMENTS	N/A	N/A	DOES NOT EXPIRE
5	MOA	OFFICE OF THE STATE SUPERINTENDANT FOR EDUCATION (OSSE), PRINCE GEORGE'S COUNTY	DATA SHARING FOR FOSTER CHILDREN ENROLLED IN P.G.C. SCHOOLS	N/A	N/A	DOES NOT EXPIRE
6	MOA	METROPOLITAN POLICE DEPARTMENT (MPD)	CHILD SEXUAL ABUSE INVESTIGATIONS	N/A	N/A	DOES NOT EXPIRE
7	MOA	METROPOLITAN POLICE DEPARTMENT (MPD)	MULTI-DISCIPLINARY APPROACH TO CHILD MALTREATMENT INVESTIGATIONS	N/A	N/A	DOES NOT EXPIRE
8	MOA	DISTRICT OF COLUMBIA PUBLIC SCHOOLS (DCPS)	ACCESS TO STARS	N/A	N/A	DOES NOT EXPIRE
9	MOA	DEPARTMENT OF HEALTH (DOH), ADDICTION PREVENTION RECOVERY ADMINISTRATION (APRA)	COORDINATION OF REFERRAL INFORMATION TO APRA	N/A	N/A	DOES NOT EXPIRE
10	MOU	OFFICE OF THE ATTORNEY GENERAL (OAG)	COOPERATION AND COORDINATION TO SEEK REIMBURSEMENT UNDER TITLE IV-E (FEDERAL FUNDING) ON NEGLECT CASES HANDLED BY ATTORNEYS WITH OAG	N/A	VARIES	DOES NOT EXPIRE
11	MOU	PRE-TRIAL SERVICES AGENCY (PSA)	DRUG TESTING SERVICES	BUYER	VARIES	DOES NOT EXPIRE
12	MOA	DEPARTMENT OF HUMAN SERVICES (DHS), OFFICE OF THE CHIEF TECHNOLOGY OFFICER (CTO)	DATA SHARING	SELLER	\$ -	EXPIRES FY2026
13	MOU	AMERICAN PUBLIC SERVICES ASSOCIATION (APSA)	COORDINATION TO IMPLEMENT THE NATIONAL ELECTRONIC INTERSTATE COMPACT ENTERPRISE (NEICE)	BUYER	\$ -	DOES NOT EXPIRE

DC CHILD AND FAMILY SERVICES AGENCY ACTIVE MOU/MOA LISTING FOR FY18

27	2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	WRAPAROUND SERVICES	N/A	\$ 300,000	9/30/2018
28	2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	STAFFING FOR THE CFSA TRAUMA GRANT AND DBH SOC IMPLEMENTATION GRANT	SELLER	\$ 117,248	9/30/2018
29	2018	MOU	OFFICE OF THE CHIEF TECHNOLOGY OFFICER (OCTO)	DCNET VOICE AND DATA	BUYER	\$ 368,383	9/30/2018
30	2018	MOA	DEPARTMENT OF HEALTHCARE FINANCE (DHCF)	DATA SHARING AGREEMENT	NA	NA	9/30/2021
31	2018	MOU	DC DEPARTMENT OF HUMAN RESOURCES (DCHR)	DCHR WILL PROVIDE CFSA WITH SUITABILITY RELATED SERVICES FOR ITS CANDIDATES, EMPLOYEES, AND VOLUNTEERS WHO ARE SUBJECT TO ENHANCED SUITABILITY SCREENINGS	BUYER	\$ 38,819	9/30/2018
32	2018	MOU	DEPARTMENT OF FOR-HIRE VEHICLES (DFHV)	SCHOOL TRANSPORTATION FOR CFSA CHILDREN	BUYER	\$ 500,000	9/30/2018
33	2018	MOU	DC HOUSING AUTHORITY (DCHA)	RAPID HOUSING PROGRAM	BUYER	\$ 756,000	9/30/2018
34	2018	MOU	DEPARTMENT OF DISABILITY SERVICES (DDS)	CARE OF SJ AND AS	BUYER	\$ 186,599	9/30/2018
35	2018	MOA	THURGOOD MARSHALL ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
36	2018	MOA	APPLETREE EARLY LEARNING PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
37	2018	MOA	LAYC CAREER ACADEMY	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
38	2018	MOA	WASHINGTON LEADERSHIP ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
39	2018	MOA	CEDAR TREE ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
40	2018	MOA	EAGLE ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
41	2018	MOA	KINGSMAN ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
42	2018	MOA	THE NEXT STEP PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
43	2018	MOA	HOPE COMMUNITY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
44	2018	MOA	SELA PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE

DC CHILD AND FAMILY SERVICES AGENCY IN-PROGRESS MOU/MOA LISTING FY18

RECORD YEAR	AGREEMENT TYPE	AGENCIES	DESCRIPTION	BUYER/SELLER	AMOUNT	EXPIRATION
2018	MOU	DEPARTMENT OF HEALTH (DOH)	PROVIDING VITAL RECORDS TO CFSA	BUYER	\$ 20,000	9/30/2018
2018	MOU	DEPARTMENT OF GENERAL SERVICES (DGS)	SECURITY AT WAYNE PLACE	BUYER	\$ 432,846	9/30/2018
2018	MOU	DEPARTMENT OF HUMAN SERVICES (DHS)	UNACCOMPANIED REFUGEE MINOR PROGRAM	SELLER	XXXXXXXXXX	9/30/2018
2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	TRAUMA EVALUATION SERVICES	BUYER	\$ 70,000	9/30/2018
2018	MOU	METROPOLITAN POLICE DEPARTMENT (MPD)	BACKGROUND CHECKS FOR CAREGIVERS	BUYER	\$ 25,875	9/30/2018

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**Memorandum of Agreement Between the
Healthy Families/Thriving Communities Collaborative Council and
The District of Columbia Child and Family Services Agency**

Purpose: This MOU outlines the principle commitments of both parties in support of implementation of the Council's Fatherhood Education, Empowerment and Development Program (FEED) to be funded from the Administration for Children and Families under the New Pathways for Fathers and Families initiative, HHS-2015-ACF-OFA-FK-0993.

Child and Family Services will:

- Make staff available to receive orientation to the FEED program
- Develop with the Council criteria, program outcomes and referral process for CFSA involved men for referral to FEED
- Assure that CFSA and Collaborative staff understand the FEED referral process and criteria
- Maintain a working partnership between CFSA's Connecting Dads including joint recruitment and celebration efforts which supports fathers with children involved in the child welfare system and the FEED program
- Ensure that CFSA staff adhere to the orientation and program guidelines of FEED participants
- Communicate regularly with FEED staff on progress of men.

The Collaborative Council will:

Provide FEED orientation trainings to CFSA staff

- Assure that FEED staff understand CFSA's referral process
- Assure that CFSA referrals to FEED are responded to in a timely fashion
- Maintain regular communication with referring social workers on progress of men referred to FEED
- Provide Semi-annual data reports on participant performance and outcomes; including (i.e., education, job training, employment, parenting services, individual, family or domestic violence counseling and substance use treatment referrals.

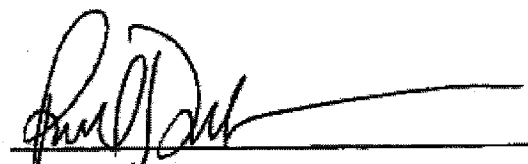


Michael Oliver, Director

7/1/15

July 1, 2015

Healthy Families/Thriving Communities Collaborative Council



Raymond Davidson, Acting Director

July 1, 2015

Child and Family Services Agency

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GOVERNMENT OF THE DISTRICT OF COLUMBIA




DATA SHARING AGREEMENT BETWEEN CFSA AND DDS

1. This Agreement is entered into between the Child and Family Services Agency ("CFSA") and the Department on Disability Services ("DDS"), and its Developmental Disabilities Administration ("DDA") (hereinafter collectively referred to as "the Parties").
2. In order to ensure the efficient delivery of necessary services to DC residents with special needs, the parties need to coordinate and share data for purposes of identifying clients that are currently receiving services through CFSA and DDS/DDA.
3. Legal Authority:
 - a) CFSA operates in accordance with the requirements of the CFSA Establishment Act of 2001 and the United States District Court LaShawn A. v. Gray Implementation and Exit Plan, which requires CFSA to provide all services necessary to prevent and remedy child abuse.
 - b) DDA's authority is found primarily in the DDS Establishment Act of 2006 (D.C. Official Code § 7-761.01 *et seq.*) and D.C. Law 2-137, the "Citizens with Intellectual Disabilities Constitutional Rights and Dignity Act of 1978," as amended and codified in D.C. Official Code § 7-1301.01 *et seq.*, which together task DDS with coordinating the collaborative efforts of the District of Columbia government to improve the care and habilitative services provided to persons with intellectual and other developmental disabilities.
 - c) Both Parties are authorized to enter into this agreement for the exchange of Health and Human Services Information ("HHSI") pursuant to the Data-Sharing and Information Coordination Amendment Act of 2010, D.C. Official Code § 7-241, and its implementing regulations, 29 DCMR 3000 ("Data-Sharing").
4. In furtherance of this collaboration effort, CFSA will provide DDS/DDA with a list of client names (mother of children only), including their social security number and date of birth, to be used as unique identifiers. The names will be categorized by the following divisions within CFSA: Child Protection Section, Family Assessments, In Home and Out of Home care. The information will be saved and accessed on a shared secure portal that will be accessible by not more than eight (8) assigned DDS/DDA staff members.
5. Additionally, DDS/DDA will provide CFSA with a list of clients who are active with DDS/DDA, as well as those who have applied for, have an application pending or have been denied benefits through DDS/DDA.
6. The parties understand that all HHSI, as defined in 29 DCMR 3099.1, that is being disclosed pursuant to this agreement is highly sensitive, confidential, and/or otherwise protected from public disclosure.

7. The parties further agree not to re-disclose any HHSI information:
- a) that is considered confidential pursuant to the D.C. Official Code, in particular D.C. Code § 4-1303.06, including but not limited to, information which identifies individual children reported as or found to be abused or neglected or which identifies other members of their families or other persons or other individuals;
 - b) that is considered confidential pursuant to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") (Pub. L No 104-191, 110 Stat. 193 (1996)) and its implementing regulations, (45 CFR part 160 and part 164, subparts A and E).
8. The parties agree to safeguard and maintain HHSI information in strict accordance with all applicable local and federal confidentiality laws, as well as the relevant provisions of Data-Sharing.
9. The Parties understand that any unlawful use or disclosure of HHSI shall be subject to the civil and criminal penalties outlined in 29 DCMR 3005 and any other applicable District and Federal laws.
10. Each Party shall promptly inform the other Party of any known breach of HHSI disclosed pursuant to this agreement within 24 hours of receiving knowledge of the breach.

IN WITNESS WHEREOF: the parties hereto have executed this agreement as of the last date written below.


Child and Family Services Agency



Raymond Davidson
Interim Director, CFSA

2/24/15
Date

Department on Disability Services



Laura L. Nuss
Director, DDS

2/19/15
Date

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**MEMORANDUM OF AGREEMENT
BETWEEN THE DISTRICT OF COLUMBIA
DEPARTMENT ON DISABILITY SERVICES (DDS) AND
CHILD AND FAMILY SERVICES AGENCY (CFSA)**

I. STATEMENT OF PURPOSE

The purpose of this Memorandum of Agreement is to provide guidance for staff within the Child and Family Services Agency ("CFSA") and the Department on Disability Services ("DDS") (collectively "the parties") to coordinate services and case management to eligible children and youth who are in CFSA's care. In addition, the MOA provides guidance to coordinate services for families who are eligible for services from both parties, e.g., when a parent is receiving or is eligible to receive services from DDS and CFSA is working with the family.

II. DEFINITIONS

- A. **Case Plan:** A written casework document that outlines the outcomes, goals, and tasks necessary to ensure child safety, permanency, and well-being.
- B. **Comprehensive Evaluation:** An assessment of a person with a disability, which includes, but is not limited to, a sequence of observations and examinations, by appropriate professionals, intended to determine the person's strengths, developmental needs, and need for other services. The initial comprehensive evaluation shall include, but not be limited to, a physical examination that includes the person's medical history; an educational evaluation, vocational evaluation, or both; a psychological evaluation, including an evaluation of cognitive and adaptive functioning levels; a social evaluation; and a dental examination. The comprehensive evaluation also should address the person's capacity for decision making.
- C. **Developmental Disabilities Administration (DDA):** An administration within DDS that provides services and supports to eligible individual 18 years of age and older who have a diagnosis of intellectually disability and individuals who are dually-diagnosed with mental illness and intellectual disability.
- D. **Individual with a Disability:** means an individual who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such impairment or who is regarded as having such an impairment.
- E. **Habilitation:** The process by which a person is assisted to acquire and maintain those life skills which enable him/her to cope more effectively with the demands of his/her own person and environment, and to raise the level of his/her physical, intellectual, social, emotional and economic sufficiency.

- F. **Individualized Plan for Employment (IPE)**: A plan developed by the client and the vocational rehabilitation counselor that identifies the employment goal of the client, as well as the services to be provided to achieve that goal.
- G. **Individual Support Plan (ISP)**: Also known as an individual habilitation plan, an individual support plan is intended to incorporate all aspects of an individual's life, such as significant past events, accomplishments and strengths, relationships, home life, work, day, retirement, or school, leisure and community life, health and wellness, and finances. An support individual plan includes, but is not limited to, the following components: an assessment and profile of the individual's current life situation and future vision; assessment and analysis of the individual's abilities, preferences, and support needs; identification of desired outcomes; development of strategies and action plans to address needs, personal goals and desired outcomes; identification of supports and services to be provided; and evaluation of the individual's progress on an on-going basis to assure that the individual's needs and desired outcomes are being met
- H. **Intellectual Disability**: In accordance with the statutory definition at D.C. Official Code § 7-1301.03(19) (2008 Repl. & 2012 Supp.), an intellectual disability as used in this MOA which makes a District resident eligible for services from DDS means a substantial limitation in capacity that manifests before 18 years of age and is characterized by significantly subaverage intellectual functioning, existing concurrently with 2 or more significant limitations in adaptive functioning.
- I. **Rehabilitation Services Administration (RSA)**: An administration within DDS that provides services for eligible persons with physical or mental impairments. These services are designed to enable individuals to prepare for, obtain, maintain or regain employment.
- J. **Youth Transition Plans**: A plan to prepare a youth in CFSA's care for adulthood that is developed with the youth, as appropriate, and with other members of the youth's team. The plans include information about connecting a youth to adult services and supports.

III. **ASSOCIATED LAWS**

- A. **Mentally Retarded Citizens Constitutional Rights and Dignity Act of 1978 (D.C. Law 2-137)**: The local law that sets forth the procedural and substantive rights of people with intellectual disability. (D.C. Official Code § 7-1301.01 *et seq.* (2008 Repl.)).
- B. **Prevention of Child Abuse and Neglect Act of 1977 (D.C. Law 2-22)**: The local law that establishes the reporting and investigation requirements of child abuse and neglect cases, the duties and responsibilities of the Child Protection

Services Division and the Child Protection Register. (D.C. Official Code §§ 4-1301.01 *et seq.* (2008 Repl.)).

- C. **Child and Family Services Agency Establishment Amendment Act of 2000 (D.C. Law 13-277)**: The local law that establishes the duties and responsibilities of the Child and Family Services Agency. (D.C. Official Code § 4-1303.01a *et seq.* (2008 Repl.)).
- D. **Adoption Assistance and Child Welfare Act of 1980 (P.L. 96-272)**: The federal law establishing the Title IV-E Foster Care Program.
- E. **Department on Disabilities Services Establishment Act of 2006 (D.C. Law 16-264)**: The local law that establishes the duties and responsibilities of the Department on Disability Services. (D.C. Official Code § 7-771.01 *et seq.* (2008 Repl.)).
- F. **Data-Sharing and Information Coordination Amendment Act of 2010 (D.C. Law 18-489)**: The local law that allows District of Columbia agencies and departments to disclose health and human services information to other District of Columbia agencies and departments without prior consent for specific purposes, provided that the use is not specifically prohibited under District of federal law. (D.C. Official Code § 7-241 *et seq.* (2008 Repl. & 2012 Supp.)).
- G. **Rehabilitation Act of 1973 (Pub. L. 93-112, Sept. 26, 1973, 87 Stat. 355)**: The federal law and applicable regulations that set forth procedural and substantive rights for RSA to provide vocational rehabilitation and other employment services to eligible persons with physical or mental impairments.

IV. **JOINT RESPONSIBILITIES**

- A. The parties will work together to implement the terms of this agreement.
- B. The parties will provide assistance to staff of the respective agencies in the identification of appropriate services and resources for eligible youth and families.
- C. The parties will share information, as needed, in the identification of appropriate services and resources for eligible youth.
- D. The parties will share information, as needed, to determine if families are receiving services from either agency. Where families are eligible for services from both agencies, the parties will work together to coordinate services.
- E. The parties will work together to identify or develop services for parents with intellectual disabilities to assist in parenting skills or other supports.

- F. The parties will coordinate and provide cross training for staff at both agencies on the terms of this agreement, services provided by both agencies, and the application process for DDA and RSA services.
- G. The benefits staff for both parties will coordinate to ensure that eligible youth are receiving benefits, such as Medicaid, SSI, and SSDI, and that those benefits are transferred to the DDS system when the youth transitions from CFSA's care.

V. RESPONSIBILITIES FOR CHILD AND FAMILY SERVICE AGENCY

- A. CFSA will designate an employee who is responsible for coordinating the requirements of this agreement.
- B. CFSA will remain responsible for case management services and resources for a youth in its care and custody who are or are likely eligible for DDS funded services until the youth reaches 21 years of age, except where the parties determine that the youth would be better served transitioning to DDS prior to his or her 21st birthday.
- C. CFSA will submit applications for youth who are eligible for SSI and/or SSDI prior to the youth's 18th birthday.
- D. CFSA will submit applications for any youth, 16 years old or older, with a disability to RSA. Applications will include all available evaluations related to the youth's disability.
- E. For youth with a developmental, physical, or sensory disability, other than an intellectual disability, CFSA will submit a referral to RSA for independent living services or vocational rehabilitation counseling services as appropriate.
- F. CFSA will provide space at CFSA's Office of Youth Empowerment for an RSA representative to be co-located with CFSA staff.
- G. CFSA will provide DDA with information on youth, 16 years old or older, with intellectual disabilities and are likely to be eligible for DDA services. This information will be provided quarterly.
- H. CFSA will ensure that a pre-18 year old psychological evaluation, including an accepted test of cognitive functioning and an accepted scale of adaptive behavior, is conducted for all youth who have an intellectual disability.
- I. CFSA will ensure that a post-18 year old psychological evaluation conducted for youth who have an intellectual disability will include an assessment of the youth's capacity (e.g., medical consent, habilitation).

- J. For youth who have an intellectual disability and are likely to be eligible for DDA services, CFSA will convene a team meeting (e.g., during the youth transitioning plan or case plan meetings) when the youth is 18 years old. The team will include a representative from DDA, and other relevant agencies (e.g., Department of Mental Health and District of Columbia Public Schools) to discuss and determine, as needed:

1. Service needs and supports (including placement) for the youth;
2. Whether additional evaluations are needed; and
3. The timing of submitting an application to DDA.

The team will reconvene as often as needed to address the youth's needs and will reconvene at least one year prior to transitioning from CFSA to DDA.

- K. As determined at the teaming meeting, CFSA will submit a complete application for a youth 18 years who has an intellectual disability to transition to DDA services. The application will include:

1. Intake Application;
2. A pre-18 year old psychological evaluation (including an accepted test of cognitive functioning and an accepted scale of adaptive behavior) and any other available psychological and educational testing; and
3. Available medical records and/or information and a current social history.

- L. CFSA will notify DDA when a youth with an intellectual disability is likely to be emancipated before age 21 years.

- M. CFSA will refer adult parents with intellectual disabilities to DDA for services and supports.

VI. RESPONSIBILITIES FOR THE DEVELOPMENTAL DISABILITIES ADMINISTRATION

- A. DDA will designate an employee who is responsible for coordinating the requirements of this agreement.
- B. DDA will track CFSA youth age 16 years and older who are or are likely to be eligible for DDA services for future planning purposes, including budgeting and Medicaid waiver slot determinations.
- C. DDA will participate in teaming meetings (transition or case planning meetings) for CFSA youth 18 years and older who have an intellectual disability and are or are likely to be eligible for DDA services.
1. DDA will assist CFSA in identifying transition services and supports and to determine the timing of transitioning the individual from CFSA to DDA.

2. DDA will confirm in writing whether the CFSA youth meet the eligibility criteria for DDA services at or within 2 weeks of the first teaming meeting (when the youth is 18 years old).
- D. For youth who have been confirmed as eligible for DDA services, DDA will continue to participate in youth transition plan or case plan meetings as often as needed to address the youth's needs and at least one year before the youth transitions from CFSA to DDA.
- E. DDA will initiate service planning and Individual Support Plan meetings for youth who are determined to be eligible for DDA services.
- F. Prior to age 21 years, CFSA and DDA may agree to transfer responsibility for providing supports and services to DDA, including placement. Such transfers may require an MOU of funding transfer, benefits, and service coordination responsibilities. DDA will not refuse to transfer responsibility for providing supports and services for any eligible CFSA youth who is 18 years or older.
- G. DDA will notify CFSA of service planning meetings and DDA will attend teaming meetings held by CFSA, to review the eligible youth's case plan or youth transition plan and provide linkages to community resources.
- H. DDA will assume responsibility for case management services and resources for eligible individuals with intellectual disabilities who were in CFSA's care when the youth turns 21 years old.

VII. RESPONSIBILITIES FOR THE REHABILITATION SERVICES ADMINISTRATION

- A. RSA will designate an employee who is responsible for coordinating the requirements of this agreement. In addition, RSA may assign a representative to be co-located at the CFSA's Office of Youth Empowerment to assist in transition services.
- B. RSA will accept applications from CFSA for youth, 16 years old or older with a disability, and will assign an intake staff member for the Youth Transition Unit to review the application and make an eligibility determination within 60 days of receipt of the application.
- C. Eligible youth will be assigned a vocational rehabilitation counselor from the Youth Transition unit to work with the youth and CFSA to develop an Individualized Plan for Employment (IPE).
- D. For youth with a developmental disability, not eligible for DDA services, a referral will be made to RSA's Independent Living Services Program for

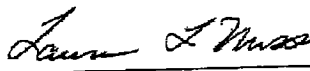
assessment and referral for necessary services to assist with transition from CFSA to independence.

VIII. AMENDMENT AND TERMINATION

This agreement shall become effective upon signature of the persons indicated below, and shall continue unless terminated. This agreement shall be reviewed, at a minimum, annually. The agreement may be amended by mutual, written consent of both parties, or may be terminated by one signatory with 30 days advance, written notice to the other party.

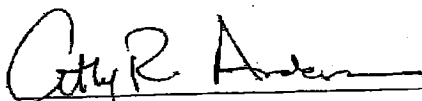
IN WITNESS THEROF, the Parties have executed this MOA as follows:

DEPARTMENT ON DISABILITY SERVICES:



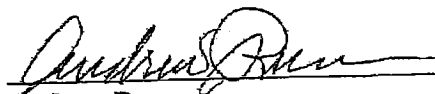
Laura L. Nuss
Director, DDS

3/4/2013
Date



Cathy R. Anderson
DDS Deputy Director for DDA


03-05-2013
Date



Andrew Reese
DDS Deputy Director for RSA


3/5/2013
Date

CHILD AND FAMILY SERVICES AGENCY:



Brenda Donald
Director, CFSA

3-7-13
Date



Sandra Gasca-Gonzalez
CFSA Deputy Director for Entry Services

3-7-13
Date

4

Memorandum of Agreement (MOA)**Between****The Office of the State Superintendent of Education (OSSE),****The District of Columbia Public Schools (DCPS),****And****The District of Columbia Child and Family Services Agency (CFSA)****Related to the Provision of Specialized Educational Services for Children and Youth Committed to the
Child and Family Services Agency****I. INTRODUCTION AND PURPOSE**

The Office of the State Superintendent of Education ("OSSE"), the District of Columbia Public Schools ("DCPS"), and the District of Columbia Child and Family Services Agency ("CFSA"), enter into this Memorandum of Agreement (MOA) regarding specialized educational services for children and youth placed in out of state placements by CFSA.

Through collaboration and coordinated activities by OSSE, DCPS, and CFSA, the purpose of this MOA is to improve educational outcomes for foster children and youth by requiring continued coordination and involvement by representatives of OSSE, DCPS and CFSA, as appropriate; monitoring the delivery of specialized educational services to ensure a free appropriate public education ("FAPE") is provided to students eligible under the Individuals with Disabilities Education Act ("IDEA") (20 U.S.C. § 1400 et seq.) and/or Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), ("Section 504"); and facilitating the transition of children and youth between school settings to improve outcomes and promote further schooling. Additionally, the purpose of this MOA is to ensure compliance with local law applicable to children of compulsory school age.

This MOA applies to foster children and youth who are District of Columbia residents and are:

- Placed in a foster home or group home setting outside of the District of Columbia and are enrolled in a public school outside of the District of Columbia; or
- Placed in a foster home or group home setting outside of the District of Columbia and enrolled in a public school outside the District of Columbia; or referred for a more restrictive nonpublic school placement by the LEA of enrollment; or
- Placed by CFSA in residential treatment facilities (RTCs) or psychiatric residential treatment facilities (PRTFs) outside of the District of Columbia.¹

The parties of this MOA agree that each participating agency is responsible for the duties and obligations set forth herein.

¹ This MOA does not apply to students who are CFSA wards and who maintain a school enrollment within the District of Columbia.

II. Parties To This Agreement

A. OSSE

OSSE is the District of Columbia State Education Agency with responsibility for performing the functions of a state education agency (SEA) under applicable federal and local laws, including grant-making authority, oversight and SEA functions for standards, assessments, and federal accountability requirements for elementary and secondary education (D.C. Official Code § 38-2601 *et seq.*). In accordance with Part B of the IDEA, OSSE is responsible for ensuring that a free appropriate public education is made available to eligible children with disabilities, and that all such programs administered by other District of Columbia agencies, are under OSSE's general supervision and meet District of Columbia educational standards. (20 U.S.C. § 1412 (a) (11)). In accordance with Section 504, OSSE also is responsible for ensuring that a free appropriate public education is made available to and for paying for educational services for all District of Columbia wards attending schools outside of the District of Columbia.

B. DCPS

DCPS is a local educational agency (LEA) in the District of Columbia with responsibility for serving all District of Columbia children of compulsory school age who enroll in DCPS. DCPS is the LEA for children and youth placed in Residential Treatment Centers, Psychiatric Residential Treatment Facilities, and non-public schools by CFSA. DCPS is not the LEA for students placed in a foster care home and enrolled in a public school in another jurisdiction. The responsible LEA is the LEA in which the student becomes enrolled while in the care of CFSA.

C. CFSA

CFSA is the child welfare agency for the District of Columbia, which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster services, and post-permanency services. See D.C. Code § 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children/youth in temporary settings outside the District of Columbia. During such placement, children/youth may be enrolled in a school in that jurisdiction but the child/youth remain District of Columbia residents.

D. POINTS OF CONTACT

All Parties will identify the specific individuals responsible for implementing the obligations defined within this MOA, by September 30, 2013, for school year 13-14, and by August 1 of the start of each subsequent school year that this MOA is in effect. This information will be reviewed and updated as necessary using a Point of Contact Addendum Notification to ensure that internal and external stakeholders are provided with relevant program and contact information. Each agency shall publish the Point of Contact Addendum Notification along with

the most current MOA. This information will be available on the OSSE website. A Point of Contact Addendum Notification shall be dated, numbered and attached to the most current MOA and published on OSSE's website at the beginning of each school year.

III. COMPULSORY EDUCATION AND ENROLLMENT

A. Length of Time for Educational Services

Every parent, guardian, or other person, who resides permanently or temporarily in the District during any school year and who has custody or control of a minor who has reached the age of 5 years or who will become 5 years of age on or before September 30th of the current school year, shall place the minor in regular attendance in a public, independent, private, or parochial school, or in private instruction during the period of the each year when the public schools of the District are in session. This educational obligation of the parent, guardian, or other person having custody of a child subject to this MOA shall be consistent with the District of Columbia compulsory education requirements (D.C. Official Code § 38-202 (a)), the IDEA and Section 504.

B. Enrollment in School

CFSA shall coordinate with resource parents, birth families, and where applicable, educational decision makers, for children and youth in foster care to ensure school enrollment.

IV. SERVICE DELIVERY AT SCHOOLS OUTSIDE THE DISTRICT OF COLUMBIA

A. OSSE shall:

1. Ensure a free appropriate public education (FAPE) is provided to children/youth with disabilities who are CFSA wards and placed outside of the District of Columbia, consistent with appropriate federal and local laws and the terms of this MOA, by contracting with DCPS as the entity to provide oversight on behalf of OSSE.
2. Schedule meetings with DCPS and CFSA not less than once a year, and more often as needed, to discuss the delivery of educational services and coordination of activities consistent with this MOA.
3. Take appropriate action, as needed, when issues arise with regard to the service delivery at a school outside the District of Columbia that DCPS has not resolved and will engage CFSA, as needed, to resolve the matter.

4. Be responsible for paying authorized tuition service fees upon CFSA's verification of ward status for each billing period.

B. DCPS shall:

Serve as, on behalf of OSSE, the oversight body for children and youth attending schools outside of the District of Columbia subject to this MOA, as follows:

1. Ensure that the District of Columbia meets its child find obligations under the IDEA or Section 504, with assistance from CFSA as appropriate, which shall include periodic access to District of Columbia students to determine whether any District of Columbia students are suspected of having a disability and/or should be evaluated.
2. Obtain and review student records, at least annually, including without limitation, an Individualized Education Program (IEP) or Section 504 Plan, for compliance with applicable law and records to determine that the student is receiving all educational services to which the student is entitled as designated on the student's IEP or Section 504 plan.
3. Provide assistance to a school outside the District of Columbia, as requested by that school, parent, educational decision maker, or CFSA regarding the implementation of IDEA or Section 504. If the assistance does not resolve the issue that a student may be experiencing at school (after appropriate attempts), contact OSSE for additional assistance and action, as applicable.
4. Upon notification that the student may need a more restrictive environment in order to receive a free and appropriate public education (FAPE), DCPS shall attend a meeting with school officials and other appropriate representatives, to discuss a change of location or placement as the case may be. All documents related to this matter shall be provided to OSSE in the event a recommendation for a more restrictive (nonpublic school) setting is made, in accordance with OSSE policies and procedures.
5. Contact OSSE and CFSA when issues arise that cannot be resolved or at any time as deemed appropriate.

C. CFSA shall:

1. Ensure all school age children in foster care who are placed outside of the District of Columbia are appropriately enrolled in schools as required by local law and notify OSSE and DCPS of the enrollment within five business days of a filing of a neglect petition.
2. Notify DCPS, in writing, not less than thirty (30) days prior to a child/youth's return to a home environment in the District of Columbia. In cases where prior written notice is not possible, notify DCPS and OSSE within one (1) business day of a child's/youth's return to the District of Columbia.

3. Notify DCPS and OSSE, in writing, within five (5) business days of a change in the student's address or educational placement, including new school enrollment.
4. CFSA's Office of Well Being will be the main point of contact with and provide coordination with DCPS and OSSE. The child's assigned social worker will work with the Office of Well Being to ensure that children are enrolled in school and will bring any issue concerning the delivery of educational services to the attention of DCPS and OSSE through CFSA's Office of Well Being.
5. Work cooperatively with DCPS and OSSE, as appropriate, to identify another school placement for the student if the school of enrollment is failing to provide a free appropriate public education.

V. SERVICE DELIVERY AT RTCs and PRTFs

A. DCPS shall:

Be responsible as an LEA for students placed by CFSA in a RTC, PRTF, or attending a non-public school, as follows:

1. DCPS shall be responsible for ensuring that children and youth receive a free and appropriate public education (FAPE) in the least restrictive environment.
2. DCPS shall be responsible for convening all Individual Education Program (IEP) or Section 504 meetings (including without limitation annual review of the IEP or Section 504 plan), eligibility meetings (including without limitation the triennial evaluation of the student), and any other meetings necessary to ensure timely and appropriate delivery of services to the student.
3. If any issues arise with regard to the appropriate provision of FAPE, DCPS will engage with OSSE and CFSA to try to resolve the matter.
4. DCPS and CFSA will communicate regularly regarding a youth in RTC, PRTF placement and shall jointly plan for the return of the youth to the community as deemed appropriate.
5. Upon notification from the RTC/PRTF that a youth is expected to be discharged, DCPS shall convene an IEP Team or Section 504 meeting with the student, CFSA representative, facility staff and other appropriate representatives including parents to address an appropriate transition back to the community and/or another location. DCPS will convene this meeting not later than thirty (30) days before the projected date of discharge. In the event that DCPS is not notified of the discharge within thirty (30) days, DCPS, OSSE, and CFSA will work cooperatively to ensure an appropriate educational placement is identified prior to the child/youth's return from the RTC/PRTF.
6. When a youth who is high school age is moved to a new school, and before the start of every school year, DCPS shall conduct a transcript analysis and provide a copy of the analysis to CFSA and OSSE within five (5) school days.

B. CFSA shall:

1. In the event CFSA places a child in a RTF/PRTF the CFSA shall coordinate with DCPS and the facility staff to ensure that all District of Columbia students who are suspected of having a disability receive an evaluation and services, as appropriate.
2. Provide DCPS with enrollment forms and a copy of the ward letter within five (5) business days of placement of a student into a RTC or PRTF. Continue to provide funding for residential services when placement is initiated by CFSA in accordance with established CFSA regulations.
3. Provide documentation to DCPS if a student is no longer a ward of the District of Columbia within five (5) business days of a court order or other event ending the child's custody in CFSA's care and invite DCPS to the student's discharge planning meeting.

VI. RECORDS

- A. All student educational records shall be shared, consistent with requirements imposed by federal and District of Columbia law, among CFSA, DCPS and OSSE to ensure compliance with the MOA. Within thirty (30) days of the effective date of this MOA, the parties will develop specific data sharing protocols that ensure timely and appropriate service delivery. On a monthly basis, CFSA shall provide DCPS and OSSE with a routine report listing all foster children and youth attending a school outside of the District of Columbia, RTCs, and PRTFs. This information shall be maintained in appropriate data systems at CFSA and DCPS as well as in the Student Longitudinal Data System (SLED) and Specialized Education Data System (SEDS). The list will include, but not be limited, to the following:
 1. Student name, date of birth, home/residence address, student District of Columbia unique student identification (USI), if available;
 2. Evidence of student's legal residency in the District of Columbia (e.g., court order of commitment with CFSA);
 3. Name of student current educational placement and date of placement;
 4. Foster parent(s) name, home address, phone numbers and e-mail address (if one is available); and
 5. Availability of educational records, including IEP/504 plan documents.
- B. DCPS shall be responsible for the maintenance of the educational records for all students subject to this MOA in the appropriate database or data system as identified in the data sharing protocols under VI(A).
- C. The Parties shall comply with all applicable laws and regulations, including the federal and District of Columbia laws and regulations governing the privacy of education, child welfare and mental health records, as well as information protected by the Health Insurance Portability Accountability Act (HIPAA). *See e.g., D.C. Official Code §§ 4-1303.06 (governing child welfare records); D.C. Official Code § 7-241 et seq. (providing for data sharing act among District agencies); D.C. Official Code § 7-1201.01 et seq. (governing mental health*

privacy); Pub. L. No. 104-191, 110 Stat. 1936 (1996)) and (45 C.F.R. Parts 160 and 164) (HIPAA and implementing regulations); 20 USC § 1232g and 34 CFR Part 99 (FERPA and implementing regulations governing the privacy of student records); and 5-E DCMR § 2600 et seq. (governing student records).

VII. Domicile Status for Youth

OSSE and CFSA shall work together to maintain records relating to the child's classification as a resident of the District of Columbia. The document(s) shall include confirmation that the student(s) is a bona fide resident when designated as an independent student to ensure eligibility for student financial aid when applying for state, federal grants and/or loans to attend post-secondary educational institutions.

RESOLUTIONS OF DISPUTES

Disputes among the parties, shall be brought to the attention of respective agency directors of OSSE, CFSA and DCPS.

The Parties will work cooperatively to resolve the dispute. Any dispute that is not resolved cooperatively among the parties shall be referred to the City Administrator for resolution.

DURATION OF MOA

VIII. The period of this MOA shall be continuing from the date of execution unless terminated in writing by one or more of the Parties.

IX. AUTHORITY OF MOA

This MOA is entered in pursuant to the authority granted under D.C. Official Code § § 38-172 (a-b); 38-174(c); D.C. Official Code §§ 38-2602(b)(11),(12) and (15); ; and 38-2602.01 and Part B of the Individuals with Disabilities Education Act (IDEA), (20 U.S.C. § 1412 (a)(12)).

X. RIGHTS OF PARTIES

A. Changes to the MOA/Designation of Representatives

Any party may request to modify the terms of this MOA. Any modification (other than a Point of Contact Notification as noted above), revision or amendment to this MOA shall be mutual agreement and incorporated as written amendment signed by the Parties.

B. Responsibility for the Acts of the Parties

No employee or agent of a Party to this MOA shall be deemed to be an employee or agent of another Party to this MOA and shall have no authority, expressed or implied, to bind any other

Party except as expressly set forth herein. Each Party to this MOA shall be responsible for its acts and those of its employees, agents and subcontractors, during the duration of this MOA.

C. Notice and Obligations Relating to Contested Matters

Any Party to this MOA named as a Respondent in a contested matter (such as a due process complaint, state complaint or court action under the IDEA, or Section 504), that involves services provided to a student under this MOA, shall deliver to the other Parties, within five (5) days of notice of any such proceeding, a copy of any document relating to such matters. Each party shall provide all relevant documents and identify and produce witnesses to address the matter.

XI. TERMINATION

Any Party may terminate this MOA by giving the other Parties at least sixty (60) days written notice. If such notice is given, the MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

XII. CONSTRUCTION

The MOA is in no way to be construed as limiting or diminishing the responsibilities of the participating agencies under federal or District of Columbia law. In all instances, this MOA is to be construed to comply with the requirements for federal and District of Columbia law. This MOA shall not be construed to create rights in any third parties. Whenever used herein, as the context may require the use of the singular shall include the plural, and the use of any gender shall be applicable to all genders.

XIII. EFFECTIVE DATE

This MOA shall be effective upon execution by all signatories.

5

**MEMORANDUM OF AGREEMENT
BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY (CFSA),
OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION (OSSE)
AND
THE PRINCE GEORGE'S COUNTY BOARD OF EDUCATION (BOARD)**

I. Introduction and statement of purpose

This Memorandum of Agreement (MOA) is entered into between the District of Columbia Child and Family Services Agency (CFSA), the District of Columbia Office of the State Superintendent of Education (OSSE) and the Prince George's County Board of Education (BOARD), individually referred to herein as a "Party" and collectively referred to herein as the "Parties."

CFSA provides foster care services to children who have been abused or neglected and who cannot remain in their home safely. OSSE is the District of Columbia State Education Agency with responsibility for performing the functions of a state education agency (SEA) under applicable federal and local laws, including ensuring that a free appropriate public education is made available to eligible children with disabilities, and that all such programs administered by other District of Columbia agencies, are under OSSE's general supervision and meet District of Columbia educational standards. The BOARD provides educational services, pre-kindergarten through the twelfth grade, to residents of Prince George's County, Maryland. Many of CFSA's foster homes or group home settings are located in Prince George's County, Maryland, and the foster children are students of Prince George's County Public Schools (PGCPS). The CFSA, OSSE and the BOARD enter into this MOA to coordinate services and to implement a process for sharing information about the educational achievement and needs of CFSA's foster children/PGCPS's students.

II. Applicability

- A. This Agreement applies to children and youth who are wards of the District of Columbia, served through the CFSA and who are placed by CFSA or its contractors in foster homes or group homes located within Prince George's County and attends PGCPS.
- B. The District of Columbia through OSSE pays tuition to PGCPS for its students who are wards of the District of Columbia. Nothing in this Agreement alters or modifies the process or terms of the tuition payments.

III. Joint responsibilities

- A. The parties will work together to implement the terms of this agreement.
- B. No employee or agent of a party to this Agreement shall be deemed to be an employee or agent of another party to this Agreement and shall have no authority,

expressed or implied, to bind any other party except as expressly set forth herein. Each party to this Agreement shall be responsible for its acts and those of its employees, agents and contractors, during the duration of this Agreement.

IV. Obligations and Responsibilities of CFSA and OSSE

- A. CFSA will designate an employee who will be responsible for coordinating and implementing the requirements of this Agreement.
- B. CFSA will provide to a designated individual from the BOARD a list of enrolled students in PGCPs on a monthly basis so that the BOARD can provide to CFSA critical education data.
- C. CFSA and OSSE will identify specific employees as designated requestors to obtain special education information in accordance with Section V. C below. These designated requestors will include Education Specialists in the Office of Well Being, individual CFSA and private agency supervisors, and designated individuals from the OSSE.
- D. CFSA and OSSE shall ensure that staff with access to special education records will maintain confidentiality of student records.
- E. CFSA will provide a contact sheet for every student at the start of the school year and for all new students enrolling in a PGCPs school to include all critical persons involved in the child's court matter. In addition, CFSA will provide any relevant court orders regarding education.
- F. CFSA will work with the District of Columbia Superior Court on a standard order regarding surrogate parents/education decision makers to meet the needs of PGCPs. CFSA will designate an employee to address questions from PGCPs staff regarding educational decision making authority for CFSA Wards.

V. Obligations and Responsibilities of The Board

- A. The BOARD will designate an employee who will be responsible for coordinating and implementing the requirements of this Agreement.
- B. The BOARD will provide to CFSA reports in a format to be determined between CFSA and the BOARD that contain critical education data for enrolled students. Data must include attendance, grades and State and District mandated assessments. The timing of the provision of such reports will be in accordance with the availability of the information and as agreed by the parties, but no less than quarterly for grades and attendance. The first report shall be provided within 30 days of signing of this MOA.
- C. The BOARD will accept requests for special education records made by designated requestors (see Section IV. C above). Such requests shall be submitted to

pgcps.sped@pgcps.org and documents will be provided back to the requestor by email within two business days of the request. If the Board is unable to comply with this provision during the 2014-2015 school year, this agreement may be modified to allow for access to the Maryland On-Line system in accordance with the written authority and guidance issued by the Maryland State Department of Education.

D. The BOARD shall notify designated individuals from CFSA and OSSE, or OSSE's designee, if they suspect that a DC ward student requires a more restrictive placement outside PGCPs, if they have determined they can no longer implement the student's IEP or if there is a request for a dedicated aide or nurse assistance. In these situations, The BOARD agrees to do the following:

1. Provide any updated evaluations, progress reports, or other education data to be reviewed at the IEP meeting regarding the specific student; and
2. Invite CFSA and OSSE, or OSSE's designee, to participate in the IEP meeting to review and discuss a more restrictive placement and will give at least 10 business days' notice of such meeting.

E. The BOARD agrees that providing school stability for foster children is important. Consistent with Fostering Connections legislation and subject to a Best Interest Determination, the BOARD will permit CFSA's wards who are enrolled in a PGCPs to continue to attend that PGCPs, during their time in care, despite any change in residence for the student.

F. The BOARD designates points of contact for CFSA in the following departments:

1. Data and reporting specifically for compliance with Sections IV. B and V. B of this MOA: Pauline Carey
2. Special education: Scott Geist
3. Transfer office: Gail Huggins
4. Head Start and other pre-kindergarten programs: Laura Barbee Mathews
5. 504 Information: Natasha Jones

VI. Confidential Information

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to services provided by this MOA, in accordance with all relevant federal and local statutes, regulations, policies, including, but not limited to, FERPA.

VII. Amendment and termination

This agreement shall become effective upon signature of the persons indicated below, and shall continue unless terminated. The agreement may be amended by mutual, written consent of both parties, or may be terminated by one signatory with 30 days advance, written notice to the other party.

VIII. Notices

The following individuals are the contact points for each Party under this MOA:

- CFSA:** Leslie Gross
Administrator, Office of Well Being
Child and Family Services Agency
200 I Street, S.E., 3651
Washington, D.C. 20003
Telephone: 202-724-8019
Email: leslie.gross@dc.gov
- OSSE:** Elisabeth M. Morse
Deputy Assistant Superintendent of Elementary, Secondary and
Specialized Education
Division of Elementary, Secondary & Specialized Education
Office of the State Superintendent of Education
810 First St. NE
Washington, DC 20002
(202) 727-8488
Elisabeth.morse@dc.gov
- The Board:** Dr. Kevin Maxell
Chief Executive Officer
Sasser Administration Building
14201 School Lane
Upper Marlboro, MD 20772
(301) 952-6008
ceo@pgcps.org

The individuals above are responsible for the management and coordination of the duties and obligations for each respective Party under this MOA. Copies of correspondence related to the modification, amendment, extension or termination of this MOA, or any other legal matter pertaining to this MOA, shall be forwarded to these individuals.

IX. Miscellaneous

This MOA is in no way to be construed as limiting or diminishing the responsibilities of the participating Parties under federal, state, or local law. In all instances, this MOA is to be construed to comply with the requirements of applicable law and the Parties shall comply with all applicable laws, rules, and regulations whether now in force or hereafter enacted or promulgated. This MOA shall not be construed to create rights in any third parties. Whenever used herein, as the context may require, the use of the singular shall include the plural, and the use of any gender shall be applicable to all genders.

IN WITNESS THEROF, the Parties have executed this Agreement as follows:

THE PRINCE GEORGE'S COUNTY BOARD OF EDUCATION:


Dr. Kevin Maxwell
Chief Executive Officer

4/27/15
Date

CHILD AND FAMILY SERVICES AGENCY:


Raymond Davidson
Interim Director, CFSA

5/7/15
Date

OFFICE OF THE STATE SUPERINTENDENT FOR EDUCATION:


~~Dr. Hanscul Kang~~
~~Interim Superintendent, OSSE~~ (AK)

Hanscul Kang
Acting State Superintendent, OSSE

5/6/15
Date

6

**DISTRICT OF COLUMBIA
MEMORANDUM OF AGREEMENT
ON
CHILD PHYSICAL ABUSE
INVESTIGATION,
PROSECUTION, AND
PREVENTION**

September 2012

DISTRICT OF COLUMBIA MEMORANDUM OF AGREEMENT ON CHILD PHSYCIAL ABUSE INVESTIGATION, PROSECUTION AND PREVENTION

On September 27, 1995, agencies under the direction of the Mayor of the District of Columbia (including the Metropolitan Police Department; the Office of the Corporation Counsel, now the Office of the Attorney General for the District of Columbia; and the District of Columbia Child and Family services Agency) along with the United States Attorney's Office for the District of Columbia and the Division of Child Protection at Children's National Medical Center (now the Freddie Mac Foundation Child and Adolescent Protection Center at Children's National Medical Center) entered into a Memorandum of Understanding on Child Sexual Abuse Investigation, Prosecution and Prevention (hereafter, the "Sexual Abuse MOU"). The Sexual Abuse MOU was subsequently revised in 2001, 2003 and 2011.

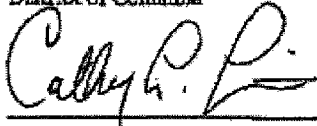
In the Sexual Abuse MOU, the signatories pledge to work together to address the problem of child sexual abuse in the District of Columbia. They agreed to work in concert as a multidisciplinary team that focuses first on the needs of the child victims of sexual abuse, second on the law enforcement, prosecution and related civil proceedings, and third on the needs of the family members who support the best interests of the child. They agreed to support the development and implementation of the District of Columbia (DC) Children's Advocacy Center (also known as "Safe Shores"), a child-friendly, non-residential setting where children can be interviewed, assessed, treated and prepared for court. They agreed to follow a common protocol for investigating allegations of child sexual abuse, to commit the resources necessary to effectuate these common goals, to seek to resolve any differences that might arise between agencies, and to give highest priority to the welfare of the child victims. In developing the Sexual Abuse MOU, the participating agencies recognized that developing and maintaining a strong multidisciplinary team approach to child abuse cases is an on-going process that requires regular review and refinement both within the individual agencies and as part of the Team.

In 2001, the multidisciplinary team ("MDT" or the "Team") began discussing expanding its outreach to include a greater number of child physical abuse cases. On July 23, 2002, the Council of the District of Columbia (the "Council") indicated its support of a multidisciplinary team approach to investigation of child abuse and of the D.C. Children's Advocacy Center through the enactment of "The Improved Child Abuse Investigations Amendment Act of 2002" (Law 14-206). In this legislation, the Council codified the multidisciplinary team approach by mandating that all child sexual abuse cases be investigated by a multidisciplinary team that focuses first on the needs of the child and second on the civil and/or criminal proceedings. This legislation authorizes the development of a protocol to ensure coordination in investigating child physical abuse and neglect cases in addition to sexual abuse cases.

By this new Memorandum of Agreement on Child Physical Abuse Investigation, Prosecution and Prevention (hereafter "Physical Abuse MOA"), we, the undersigned entities ("Parties"), adopt this Physical Abuse MOA. We recognize that member agencies have experienced, and will continue to experience, structural changes that affect the coordination of our efforts to address the problem of child abuse. The signatories will continue to work together to develop the best intake and investigation practices possible for all child abuse cases.

IN WITNESS WHEREOF, the Parties hereto have executed this MOA as follows:

Cathy L. Lanier
Chief
Metropolitan Police Department of the
District of Columbia



Branda Donald
Director
District of Columbia
Child and Family Services Agency

Irvin B Nathan, Esq.
Attorney General for the
District of Columbia

Ronald C. Machen Jr., Esq.
United States Attorney for the
District of Columbia

Allison Jackson, M.D., M.P.H.
Division Chief
Freddie Mac Child and Adolescent Protection
Center, Children's National Medical Center

Michele Booth Cole
Executive Director
Safe Shores - The D.C. Children's
Advocacy Center

IN WITNESS WHEREOF, the Parties hereto have executed this MOA as follows:

Cathy L. Lanier
Chief
Metropolitan Police Department of the
District of Columbia

Brenda Donald
Director
District of Columbia
Child and Family Services Agency



Irvin B. Nathan, Esq.
Attorney General for the
District of Columbia

Ronald C. Machen Jr., Esq.
United States Attorney for the
District of Columbia

Allison Jackson, M.D., M.P.H.
Division Chief
Freddie Max Child and Adolescent Protection
Center, Children's National Medical Center

Michelle Booth Cole
Executive Director
Safe Spaces - The D.C. Children's
Advocacy Center

CFSA Office of General Counsel
Not a legal document



Signature: _____ Date: _____

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Brenda Donald
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United States Attorney for the
District of Columbia



Allison Jackson, M.D., M.P.H.
Division Chief
Freddie Mac Child and Adolescent Protection
Center, Children's National Medical Center

Michelle Booth Cole
Executive Director
Safe Shores - The D.C. Children's
Advocacy Center

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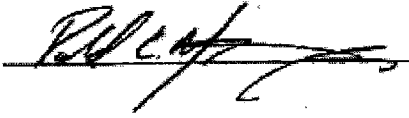
Cathy L. Lanier
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Michele Booth Cole
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Safe Shores – The D.C. Children's
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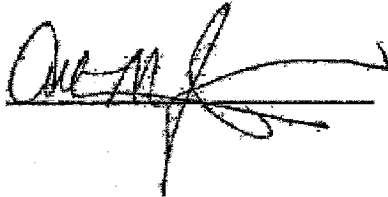
Brenda Donald
Director
District of Columbia
Child and Family Services Agency

Irvin B. Nathan, Esq.
Attorney General for the
District of Columbia

Ronald C. Macheri Jr., Esq.
United States Attorney for the
District of Columbia

Allison Jackson, M.D., M.P.H.
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FreddieMac Child and Adolescent Protection
Center, Children's National Medical Center

Michele Booth Cole
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Safe Shores - The D.C. Children's
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Allison Jackson, M.D., M.P.H.
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Freddie Mac Child and Adolescent Protection
Center, Children's National Medical Center

Michele Booth Cole
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Safe Shores -- The D.C. Children's
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THE DISTRICT OF COLUMBIA CHILD PHYSICAL ABUSE INVESTIGATION PROTOCOL

I. Introduction

On January 10, 1994, Mayor Sharon Pratt Kelly issued Executive Order No. 94-3 establishing a District of Columbia Working Group to Create a Multidisciplinary Team Approach to Child Abuse Cases and a District of Columbia Children's Advocacy Center. The Working Group's mission was

[t]o provide a safe and supportive place for physically and sexually abused children and adolescents in the District of Columbia to be brought for intake, crisis intervention, and other support services required during court proceedings and to utilize and interagency team in the investigation and prosecution of civil and criminal abuse cases.

On September 27, 1995, agencies under the director of the Mayor of the District of Columbia (including the Metropolitan Police Department; what was then the Office of the Corporation Counsel, now the Office of the Attorney General for the District of Columbia; and the Department of Human Services, now known, in relevant part, as the District of Columbia Child and Family Services Agency) along with the Court Social Services Division of the Superior Court of the District of Columbia, the United States Attorney's Office for the District of Columbia; and the Division of Child Protection at Children's National Medical Center (now known as the Freddie Mac Foundation Child and Adolescent Protection Center at Children's National Medical Center) entered into a Memorandum of Understanding and Interagency Agreement on Child Sexual Abuse Investigation, Prosecution and Prevention (hereafter the "1995 Sexual Abuse MOU"). In the 1995 Sexual Abuse MOU, each agency pledged itself to work toward the development and implementation of the D.C. Children's Advocacy Center (hereafter "DCCAC"), a child-friendly, non-residential facility where child and adolescent victims and witnesses can be forensically interviewed, assessed, treated, provided with victim services, and prepared for court. The 1995 Sexual Abuse MOU was subsequently amended in 2001, 2003 and 2011 (hereafter the "2001 Sexual Abuse MOU", the "2003 Sexual Abuse MOU", and the "2011 Sexual Abuse MOU", respectively).

In 2001, the Multidisciplinary Team (hereafter "MDT") began discussing the need to expand the joint investigative approach to child physical abuse cases. In January 2002, the Council of the District of Columbia ("the Council"), recognizing the benefit of a MDT approach in child abuse cases, held hearing and invited Team members to provide testimony on the implementation of legislation mandating a MDT approach to the investigation and prosecution of all child abuse cases. On July 23, 2002, the Council passed "The Improved Child Abuse Investigations Amendment Act of 2002" (Law 14-206 (codified as amended at D.C. Official Code § 4-1301.51)). This Law mandated that "every instance of sexual abuse of a child shall be reviewed and investigated by a multidisciplinary investigation team ('MDT'), which shall focus, first, on the needs of the child, and second, on the law enforcement, prosecution, and related civil proceedings". The legislation further required that the MDT "adopt a written child abuse

protocol...[that] shall...[d]efine additional categories of abuse and neglect cases, in addition to sexual abuse, which will be handled by the MDT" (*Id.*).

II. Purpose

The purpose of this Memorandum of Agreement on Child Physical Abuse Investigation, Prosecution and Prevention (hereafter "Physical Abuse MOA") is to compile the original principles establishing the CAC, the 2003 Sexual Abuse MOU and applicable D.C. law. As part of this agreement, the parties reaffirm the following principles:

- To provide a MDT case management approach that is focused first on the child victim's needs; second on the law enforcement, prosecution, and civil proceedings involved; and third on the family members who are supportive of the child and whose interests are consistent with the best interests of the child;
- To reduce to an absolute minimum the number of interviews conducted with a child or witness who is the subject of an abuse report;
- To develop, achieve, and maintain interagency cooperation in case management, investigation and prosecution of physical abuse cases;
- To support and use the DCCAC, a child-oriented facility, which will assist in coordinating the work of the agencies and in bringing other community resource to bear upon the issues of child abuse;
- To encourage and facilitate regular and meaningful dialogue among the different agencies charged with investigation and prosecuting child physical abuse and thereby increase understanding of the importance of each of the roles of the different professions;
- To obtain and preserve evidence useful for both civil proceedings and criminal prosecution;
- To provide effective initial case screening and assessment, in order to facilitate appropriate case investigation and resolution;
- To participate in bi-weekly team case management and review meetings in an effort to promote system accountability to child victims;
- To engage MDT partner agencies for the purpose of comprehensive sharing of pertinent information in a timely manner to achieve enhanced outcomes for child victims;
- To provide pertinent, ongoing training and education for agency personnel and other professionals and volunteers in the community who work with abused children;
- To serve as a source of information, education, and referral for the community on issues surrounding child abuse;

- To seek changes in the law as necessary to achieve our above mentioned goals; and
- To regularly review as a MDT the effectiveness of our stated goals.

The result of the successful implementation of this protocol will be:

- A more cohesive approach to the investigation and prosecution of allegations of child physical abuse in the District of Columbia;
- Better outcomes surrounding the safety and protection of children;
- Increased satisfaction with the system response by families affected by abuse, trauma, and violence;
- A reduction in trauma to child victims;
- The prevention of further or future abuse to children and victims; and
- An improvement in long-term outcomes for child victims.

III. Scope

This protocol is designed to give guidance to signatory agencies on how to utilize the DCCAC to maximize efficient and effective investigations while minimizing the trauma to child victims of abuse. This agreement is not intended to be an exhaustive guide as each allegation/investigation will have its own set of unique circumstances and complexities. Staff conducting a joint or coordinated investigation will work in accordance with his or her respective agency's protocols and procedures and within parameters established by law.

IV. Term

The period of this MOA shall be from the last date of execution, through September 30, 2016, unless terminated in writing by the Parties prior to the expiration. The Parties may extend the term of this MOU by exercising a maximum of three (3) two (2) year option periods.

V. Liability

Each signatory to this MOA acknowledges that each MDT partner agency remains solely liable of the actions of its employees, respectively. Each party further acknowledges that liability does not attach to the signatories of the MOA by virtue of agreeing to coordinate services.

VI. Confidentiality

The Parties to this MOA will use, restrict, safeguard, and dispose of all information related to services provided by this MOA in accordance with all relevant federal and local statutes,

regulations, and policies. Information received by Parties in the performance of responsibilities associated with the performance of this MOA shall remain the property of the providing Party. The Parties agree that documentation, records, and materials related to forensic interviews shall not become or remain the property of Safe Shores – The DC's Children's Advocacy Center.

VII. Modification

The terms and conditions of this MOA may be modified only upon prior written agreement by the Parties. The Parties agree to review and assess the effectiveness of the criteria and procedures delineated in this MOA and to modify, as appropriate.

VIII. Costs

There are no costs or exchange of funds that are governed by this MOA.

IX. Authority for MOA

D.C. Official Code § 1-301.01

X. Definitions¹

The term "minimal fact-gathering interview" is defined as the minimal amount of questions asked to gather necessary information to proceed to the next stage of the investigation. Only the information necessary to determine if it is safe to leave the child in the home or medical attention is needed should be gathered.²

A. Criminal Matters:

Intrafamily offense in general is defined as "an act punishable as a criminal offense committed by an offender upon a person; (A) to who the offender is related by blood, legal custody, marriage, having a child in common, or with who the offender shares or has shared a mutual residence; or (B) with who the offender maintains or maintained a romantic relationship not necessarily including a sexual relationship." D.C. Official Code § 16-1001(5) (2001 ed.).

The term "physical abuse" shall be defined so as to include, but not be limited to:

1. Any offense constituting cruelty to children under Subtitle I of Chapter 11 of Title 22 of the D.C. Official Code (2001 ed.);

¹ The MOA defines terms according to the District of Columbia Official Code. Therefore, though this MOA was drafted using the language and code sections of the 2001 edition of the Code, the document automatically incorporates and adopts amendments of these terms or to their designated code sections in subsequent editions of the Code. [proposed revisions to this draft incorporate changes made to the D.C. Code subsequent to the publication of the 2001 edition]

² From the "MPD and CPFA District of Columbia Memorandum of Understanding and Interagency Agreement on Child Maltreatment Joint Investigations"

District of Columbia Physical Abuse MOA, September 2012

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2. Any of the following offenses under Title 22 of the D.C. Official Code (2001 ed.), if committed against a child³ by a parent, custodian, as defined by D.C. Official Code § 16-2301 (12), guardian, or person acting in loco-parentis: assault (D.C. Official Code § 22-404); assault (D.C. Official Code § 22-404); assault with intent to kill (D.C. Official Code § 22-401); assault with intent to commit mayhem or with a dangerous weapon (D.C. Official Code § 22-402); assault with significant bodily injury (D.C. Official Code § 22-404); aggravated assault (D.C. Official Code § 22-404.01); mayhem or malicious disfiguring (D.C. Official Code § 22-406); kidnapping (D.C. Official Code § 22-2001); murder in the first degree (D.C. Official Code § 22-2101); murder in the second degree (D.C. Official Code § 22-2103); and manslaughter (D.C. Official Code § 22-2105); or
3. Any offense constituting an intrafamily offense, as defined by, D.C. Official Code § 16-1001 (2001 ed.), that results in any physical injury to a minor when committed by any person eighteen years of age or older or by a parent, custodian as defined by D.C. Official Code § 16-2301 (12), guardian, or person acting in loco-parentis.

B. Family-Civil Matters:

The term "physical abuse" shall be defined so as to include, but not be limited to:

1. Any allegation of physical abuse of a child (which includes failure to protect from infliction of physical abuse), under D.C. Official Code § 4-1301.02 and D.C. official Code § 16-2301⁴, inflicted by a parent, custodian as defined by D.C. Official Code § 16-2301 (12), guardian, or person acting in loco-parentis; and
2. Any allegation of physical abuse, including unexplained injury or illness relating to physical abuse, as defined in D.C. Official Code § 16-2301 (23) and (9)(A)(i) (2001 ed.) (& § 16-2316(c), involving a parent, custodian (as defined by D.C. Official Code § 16-2301(12), guardian, or person acting in loco-parentis.

XI. Composition of the MDT

The MDT shall be composed of at least one representative of each of the following agencies and organizations:

- District of Columbia's Child and Family Services Agency ("CFSA")
- Freddie Mac Foundation Child and Adolescent Protection Center at Children's National Medical Center ("CNMC")
- Metropolitan Police Department ("MPD")

³ The term "child" is defined as any person under the age of eighteen years.

⁴ As amended by 49 DCR 10462 November 22, 2002

District of Columbia Physical Abuse MOA, September 2012

- Office of the Attorney General for the District of Columbia, Child Protection Section ("OAG-CPS")
- Office of the Attorney General for the District of Columbia – Public Safety Division ("OAG-JUV" and "OAG-NVS")
- Safe Shores – The D.C. Children's Advocacy Center ("DCCAC")
- United States Attorney's Office, Sex Offense and Domestic Violence Section ("USAO")
- United States Attorney's Office, Victim/Witness Assistance Unit ("VWAU")

In addition, if the MDT deems necessary, other government agencies or organizations with an interest in the prosecution or investigation of child physical abuse may be asked to collaborate pursuant to D.C. Official Code § 4-1301.51.

XII. Population to Be Served

This Physical Abuse MOA is designed to focus on severe physical abuse cases and fatalities involving child victims. However, the MDT may bring to the DCCAC any child victim of sexual abuse or physical abuse, any child witness to sexual abuse, physical abuse or other fatal or extreme violence, or adults with special needs. For purposes of the DCCAC, child means a person under the age of 18 years.

XIII. Reporting Child Physical Abuse

- A. District of Columbia law, set forth in D.C. Official Code § 4-1321.02 (2001 ed.), mandates that certain persons who know, or have reasonable cause to suspect, that a child has been the victim of, or is in immediate danger of, mental or physical abuse or neglect shall make an immediate report to MPD or CFSA. These persons include CFSA employees, agents, and contractors, and every physician, psychologist, medical examiner, dentist, chiropractor, registered nurse, licensed practical nurse, person involved in the care and treatment of patients, law enforcement officer, humane officer of any agency charged with the enforcement of animal cruelty laws, school official, teacher, athletic coach, Department of Parks and Recreation employee, public housing resident manager, social service worker, day care worker, human trafficking counselor, domestic violence counselor and mental health professionals. In addition to those persons who are required to make a report, any other person may make a report to MPD or CFSA. Additionally, any person specified above who knows or has reasonable cause to suspect that a child has been, or is in immediate danger of being, the victim of "sexual abuse" or "attempted sexual abuse"; or that the child was assisted, supported, caused, encouraged, commanded, enabled, induced, facilitated, or permitted to become a prostitute; or that the child has an injury caused by a bullet; or that a child has an injury caused by a knife or other sharp object which has been caused by other than accidental means, shall immediately report or have a report made to MPD or CFSA.

Any health professional, law enforcement officer, humane officer of any agency licensed charged with the enforcement of animal cruelty laws is required to report, in writing, to CFSA if they have reasonable cause to believe that child is abused as a result of inadequate care, control, or subsistence in the home environment due to exposure to drug-related activity.

- B. Reports of child abuse are generally made to a centralized child abuse and neglect hotline staffed by CFSA employees at (202) 671-SAFE or (202) 671-7233. For every call where there is an allegation of physical abuse of a child, CFSA hotline workers will gather pertinent information about the allegation and transmit it to MPD personnel for review where it will be determined if it is appropriate for a joint investigation consistent with the guidelines set forth in the joint MPD and CFSA District of Columbia Interagency Agreement (*see* Attachment A). In emergencies, child abuse report calls may also be received by the MPD emergency line "911".
- C. When MPD receives an initial report from any source other than the CFSA hotline and that report is subsequently identified as an allegation involving an intra-family offense, MPD must contact the CFSA hotline immediately to determine if a joint investigation is consistent with the guidelines as set forth in the joint MPD and CFSA District of Columbia Interagency Agreement (*see* Attachment A). If MPD and CFSA determine that the allegation requires MDT review, as described more fully below, it shall notify the DCCAC pursuant to the procedures set forth in this agreement.

XIV. Joint Agency Response

- A. Availability of Personnel – MPD and CFSA shall ensure that personnel are available at all times to respond to reports of child abuse according to their individual agency guidelines. To the extent possible, all other agencies shall endeavor to designate a representative who shall be on call in the event that advice or services are required during non-business hours.
- B. Initial Investigation
 - 1. Each reported allegation of physical abuse of a child shall be investigated by MPD and CFSA in a manner consistent with the guidelines as set forth in the joint MPD and CFSA District of Columbia Interagency Agreement (*see* Attachment A).
 - 2. All efforts shall be made to avoid multiple interviews of a child involving the same reported allegation(s). If necessary, a minimum facts interview by the MPD lead detective/investigator is recommended. This brief, minimum facts interview should be followed up with an in-depth forensic interview as needed, conducted as soon as possible after the report of the allegation(s). This further in-depth forensic interview may be conducted in a child-friendly setting such as the DCCAC in accordance with the procedures described below.

C. Medical Examinations – The MDT recognizes that a medical examination of each child victim of physical abuse (by a physician with expertise in the field) promotes the safety and well-being of that child⁵ and facilitates the effective collection of forensic evidence. CNMC, specifically its Freddie Mac Foundation Child and Adolescent Child Protection Center team, is the preferred location for child abuse examinations. The signatories agree to the following procedures to ensure that child victims of physical abuse are being properly examined and treated:

1. When the report comes to the attention of MPD or CFSA on behalf of the victim, and medical attention has not already been provided, and the alleged abuse appears to fit within one of the criteria listed in Section XV.A below, MPD and CFSA will make every effort to encourage that the child, along with a non-offending parent or caretaker, is transported to CNMC where the child can be medically examined. To facilitate proper evidence collection, MPD or CFSA will encourage the non-offending parent or caretaker to take the child to CNMC rather than to a private provider. MPD will inform and explain to the non-offending parent or caregiver why it is important to have a medical examination performed immediately and why CNMC is the preferential provider for this type of examination.
2. MPD shall endeavor to have the medical examination performed immediately upon the discovery of an injury and/or as soon as practicable. At the time of the initial examination, the MPD lead detective/investigator (or designated CFSA social worker if no detective is assigned)⁶ is responsible for requesting a non-offending parent or caretaker sign an authorization to release information about the examination and related medical records to CFSA, MPD, and USAO.⁷ In all cases involving unexplained injuries to a child under the age of two, the MPD lead detective/investigator (or CFSA social worker if no detective/investigator is assigned) shall request that the medical health professional conducts a skeletal survey in compliance with CNMC's physical abuse/maltreatment clinical pathways.
3. Following the initial examination, the lead MPD detective/investigator, in conjunction with the CFSA social worker, is responsible for: (1) contacting the follow-up provider to determine if an examination was performed, additional tests and/or x-rays were taken or reviewed, and that other appropriate treatment was obtained; (2) retrieving the results of the initial and any follow-up examinations from CNMC, or other health care provider, and (3) obtaining a copy of the medical-legal form by photocopying the pages completed by the examining physician.

⁵ Due to the potential for undiscovered/old injuries and non-visible life threatening injuries, timely medical evaluation is suggested in child physical abuse cases for the victim as well as any child who lives in the same household, or is under the care of the same parent, guardian, or custodian as the victim.

⁶ This Physical Abuse MOU addresses the most severe physical abuse cases. These are considered priority Level 1 abuse cases by CFSA (although they do not necessarily constitute all cases designated priority Level 1 by CFSA). The document is written with the expectation that MPD and CFSA will be jointly investigating the allegation, but that MPD will maintain primary responsibility, and the designated CFSA investigative social worker is responsible for ensuring completion of duties otherwise assigned to the lead detective in this MOU.

⁷ MPD should use the medical records release form (see Attachment C).
District of Columbia Physical Abuse MOA, September 2012

D. Initial Interview with Child on Scene – In conducting an interview with a child victim of physical abuse and related witnesses, the MPD lead detective/investigator and CFSA social worker should always keep in mind the following principles:

1. The goal of the interagency team is to reduce the number of interviews of a child to an absolute minimum.
2. If the child is to be subsequently interviewed at the DCCAC, the on-scene interview should be kept to the minimum necessary to give the MPD lead detective and the CFSA social worker the information needed to proceed to the next stage of the investigation. The on-scene interviewer should conduct this minimal interview of the child separate and apart from other persons.
3. Many cases of child physical abuse are the result of intrafamily offenses. Pursuant to D.C. Official Code §16-1031 (2001), once a police officer has probable cause to believe that an intrafamily offense has occurred that resulted in physical injury to the child, or was intended to cause reasonable fear of imminent serious physical injury or death, the officer shall arrest the offender, an arrest warrant is not required.
4. In cases where the child is seriously injured or appears to be suffering from significant physical pain, the MPD lead detective/investigator or CFSA social worker should stop all efforts to conduct an interview and seek immediate medical assistance.
5. If the child is not able to communicate and/or appears to be distressed on the scene, the MPD lead detective/ investigator or CFSA social worker should stop all efforts to conduct a minimal facts interview and arrange for the child to be brought to the DCCAC for a forensic interview and appropriate mental health and victim services at the earliest opportunity.

E. Other Investigative Measures – The MPD lead detective/investigator will follow MPD guidelines and protocols for interviewing witnesses, obtaining a statement from the offender, if possible, and gathering all physical evidence.

F. Notification to the DCCAC – In cases involving a joint investigation of physical abuse of a child, as outlined in Section XV below, whether or not the case has been referred to the DCCAC for an interview, CFSA, MPD, and the DCCAC agree to collaborate to share information regarding these cases on a monthly basis to ensure the coordination of services, follow-up with the child and family, and systems records maintenance. In addition, these cases will be added to the next case review agenda to ensure appropriate follow-up and services for that child.

XV. Interviews at the DCCAC

Any emergency or non-emergency case involving the physical abuse of a child may be brought to the DCCAC for a forensic interview and coordination of services by the MDT.⁸ Though a forensic interview at the DCCAC may not be required in all cases, MPD detectives/investigators and CFSA social workers are encouraged to utilize the DCCAC whenever it may assist in the investigation or help to better serve the needs of child victims or witnesses. Any MDT member may schedule interviews at the DCCAC for child victims or any witnesses to physical abuse in connection with a criminal or civil investigation or may refer a child to the DCCAC for provision of therapy or other services.

A. Mandatory Interviews

The lead MPD detective/investigator or CFSA social worker shall contact the DCCAC to schedule mandatory forensic interview(s).

The following emergency and non-emergency cases involving the physical abuse of a child victim who is aged five years or younger and has any of the following injuries shall be brought to the DCCAC for a forensic interview:

1. Suspicious burns;
2. Broken bones/fractures;
3. Suspicious head injuries;
4. Injuries with an implausible explanation;
5. Medical Child Abuse, formerly known as Munchausen Syndrome by Proxy;
6. Human bites;
7. Situations where a child has been tortured, tied, or confined; or
8. Other serious injuries that involve hospitalization or surgical procedures.

B. Exceptions to Mandatory Interviews

1. An interview need not be scheduled in cases where all appropriate prosecutorial entities,⁹ in conjunction with the MPD detective/investigator or CFSA social worker, determine that such an interview is unnecessary.

⁸ While the primary focus of this MOA is severe physical abuse cases and the focus of the existing Sexual Abuse MOU is sexual abuse cases, the DCCAC makes every effort to accommodate requests for the forensic interviews in other matters that involve the traumatization of children.

⁹ In cases involving both civil and criminal or juvenile prosecutions, permission from the Office of the Attorney General's Child Protection Section is required in addition to that of the United States Attorney's Office and/or the Office of the Attorney General's Juvenile Section.

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2. An interview of the victim¹⁰ need not be scheduled in cases where the child victim is pre-verbal or is in a medical state that precludes an interview (e.g., victim is in a coma).

C. Highly Recommended Interviews

Certain cases involving severe physical abuse of a child may require that forensic interview(s) of the victim and/or other children be conducted at the DCCAC. Forensic interviews for these cases are conducted at the discretion of the MPD detective/investigator and CFSA social worker or the MDT team involved in the investigation and prosecution of the case. These interviews may involve the child victim, child witnesses or other children who may be at risk, as outlined below.

1. Children aged twelve or younger who may be a witness to the physical abuse of a child victim described in Section XV.A above or to a child fatality caused by abuse; or
2. Children aged twelve or younger, who live in the same household, or are under the care of the same parent, guardian, or custodian as the child victim described in Section XV.A above or as the victim of a child fatality caused by abuse, if the lead MPD detective/ investigator determines that a criminal prosecution is likely in connection with such other child(ren); or
3. All children aged twelve years or younger who live in the same household or are under the care of the same parent, guardian, or custodian as the child victim described in Section XV.A above or a victim of a child fatality by abuse where the lead MPD detective/investigator has determined that a criminal prosecution of the other children is not likely.

D. Interview Scheduling Procedures

1. Scheduling Interviews

- a. In cases where a forensic interview is to be scheduled at the DCCAC, the lead MPD detective/investigator or CFSA social worker (or sponsoring team member) should call the DCCAC directly at (202) 645-3250 to make an appointment through the Forensic Services Program staff. If the initial report is made during regular business hours, every effort should be made to have the child interviewed at the DCCAC before the close of the business day. The lead MPD detective/investigator should make every effort to schedule an interview when the child is alert, awake and attentive. Whenever possible, interviews with school-age children should be scheduled in the morning.

¹⁰ Though the victim may not need to be brought to the DCCAC in these cases, any siblings or other child victims/witnesses who fit within the definitions described in Sections XV.C above may still be scheduled for a forensic interview at the DCCAC as recommended by those sections.

- b. In the case where it is uncertain if a child should be interviewed because of past interviews, jurisdictional issues, or other concerns relevant to the situation, the MDT will convene via conference call prior to scheduling a date to share information and make a joint decision regarding whether the forensic interview should be scheduled.
 - c. In the event the child victim is hospitalized at CNMC and is unable to be transported to the DCCAC, but is medically and emotionally stable enough for an interview to occur, the lead MPD detective/investigator should inform the DCCAC staff when requesting an interview so the staff can make arrangements for the child to be interviewed and for the interview to be recorded at CNMC.¹¹
 - d. For forensic interviews needed outside of regular business hours, the lead MPD detective/investigator (or CFSA social worker) shall schedule the forensic interview and/or coordinate other vital victim services through the on-call DCCAC staff person. The lead MPD detective/investigator will notify prosecution should its presence be deemed necessary for the case. For forensic interviews conducted at the DCCAC outside of regular business hours, the DCCAC will provide email notification of any interview within 24 business hours of the interview.
2. Rescheduling Interviews – In the event that an interview is scheduled at the DCCAC and is not held because the family fails to appear or other unforeseen circumstances arise to prevent the interview from going forward, the lead MPD detective/ investigator who requested the original interview at the DCCAC shall make every effort to reschedule the interview within 72 hours. Responsibility for notifying the child and non-offending parent or caretaker regarding the new interview date and time and for arranging transportation for the child to attend the interview remains with the team member who requested the original DCCAC interview.
- E. Instructions to Reporting Person or Non-offending Parent or Caretaker – In cases where MPD or CFSA is notified of suspected physical abuse of a child and it is determined that a forensic interview should occur at the DCCAC, as described above, the reporting person or non-offending parent or caretaker shall be asked to bring the child to the DCCAC for the interview. The MPD detective/investigator or CFSA social worker will instruct the non-offending parent or caregiver to not discuss the case with the child unless the child raises the subject, and not to confront the suspected offender or otherwise notify him/her of the pending investigation.

¹¹ It is intended that the CNMC facility will be used only as a back-up in cases where child victims are unable to leave the hospital. The DCCAC is the primary facility for interviews so that child victims and their families can receive all necessary victim services.

F. Transportation – It is the responsibility of the team members who request a joint interview to resolve the issue of how the child victim will be transported to the DCCAC and to inform the DCCAC staff. The issue will be resolved at the time of the interview request.

G. Non-Emergency Medical Attention – If, during the course of a preliminary assessment or interview, it becomes apparent that a medical examination is necessary for the child's health or safety, or to obtain evidence, the child (along with the non-offending parent or caretaker, if present) shall be accompanied by the MPD detective/investigator and/or CPSA social worker to CNMC for an appropriate examination (see aforementioned "Medical Examinations", Section XIV.C.).

H. Assembling the MDT

1. In all cases of alleged physical abuse of a child where an interview has been scheduled, the DCCAC shall notify the appropriate agencies of the planned interview as follows:

AGENCIES TO BE NOTIFIED BY THE D.C. CHILDREN'S ADVOCACY CENTER

Type of Case	MPD	CPSA	USAO	USAO-VWAU	OAG-CPS	OAG-JUV	OAG-NVS
Criminal Intrafamily (Adult Offender)	X	X	X	X	X		
Criminal Non-Intrafamily (Adult Offender)	X	X	X	X			
Criminal Intrafamily (Juvenile Offender)	X	X			X	X	X
Criminal Non-Intrafamily (Juvenile Offender)	X	X				X	X
Civil Intrafamily (e.g., unexplained injury/illness; failure to protect)	X	X			X		
Unknown Offender	X	X	X	X	X	X	X

2. The team shall assemble promptly prior to the scheduled interview appointment. The time before the beginning of the interview shall be used for the team to engage in a "pre-interview conference" to discuss briefly what is known about the case and the general outline of an interview. Pre-interview conferences begin once all participating MDT members are present; at the minimum a representative of MPD and CPSA must be present. If a notified agency has determined in advance of the interview that it does not have an interest in the pending interview,¹² it shall not be required to attend.

¹² For example, the prosecuting attorney need not appear if there has already been a determination that there will not be a prosecution. In that event, the interview shall proceed with the remaining team members.

3. When a child is represented by a guardian *ad litem* in connection with the abuse that will be the subject of the forensic interview:

- a. Special care must be taken by team members to obtain consent from the attorney representing the child before participating in the interview.
- b. Ethical considerations limit an attorney's ability to contact or communicate with a person who is represented by another attorney. Each team member who has such ethical restrictions is responsible for obtaining the necessary consent before participating in the interview.
- c. Nothing in this agreement affects the responsibility of team members to obtain appropriate consent.

XVI. Procedures at the D.C. Children's Advocacy Center

A. Purpose and Goals of the Forensic Interview

The purpose of the forensic interview in a children's advocacy center is to obtain a statement from a child in a developmentally and culturally sensitive, unbiased and fact-finding manner that will support accurate and fair decision making by the involved multidisciplinary team in the criminal justice and child protection systems. Forensic interviews should be child-centered and coordinated to avoid duplication. When a child is unable or unwilling to provide information regarding any concern about abuse, other interventions to assess the child's experience and safety are required.

Forensic interviews create an environment that provides the child with an opportunity to talk to a trained professional regarding what the child has experienced or knows that resulted in a concern about abuse. Forensic interviews are typically the cornerstone of a child abuse investigation, effective child protection, and subsequent prosecution and may be the beginning of the road toward healing for many children and families. The manner in which a child is treated during the initial forensic interview may significantly impact both the child's understanding of and ability to respond to the intervention process and/or criminal justice system¹³.

B. The Forensic Interview Process

- 1. The child and non-offending parent or caretaker will be greeted by DCCAC staff and escorted to the waiting area. The MDT members will conduct a pre-interview conference prior to the forensic interview. A designated trained forensic interviewer will conduct the interview. A detective, prosecuting attorney, or other team member who has been trained in child/adolescent forensic interviewing may conduct the interview.

¹³ From the National Children's Alliance Accreditation Standards for Children's Advocacy Centers, Forensic Interviewing Rationale
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2. Children served at the DCCAC shall be interviewed in a developmentally appropriate, non-leading, non-threatening manner according to accepted forensic interview practices and principles and following the DCCAC Interview Protocol (see Attachment E).
3. Shortly before the interview comes to a close, the interviewer will momentarily leave the interview room and go into the nearby observation room to ask all members of the Team for suggestions for additional appropriate questions.
4. After asking any additional questions, the interviewer will escort the child back to the waiting area.
5. The Team shall convene for a post-interview conference. When the team has completed its conference, the social worker and/or detective will close out the session with the child and caretaker(s).

C. Interview Recording

1. The DCCAC has the appropriate technology to digitally record all interviews. While the DCCAC makes the technology available for recording interviews, the DCCAC does not provide input on whether or not an interview should be recorded. The decision as to whether any particular interview is recorded rests with the lead detective and/or prosecuting civil or criminal attorney.
 2. Recorded interviews are considered to be evidence in the ongoing criminal or civil investigation of possible child abuse and shall be secured appropriately by MPD in support of the criminal or civil prosecution. In those instances where MPD has had no involvement, the DVD shall be delivered to, and secured by, the requesting agency.
 3. Recordings of interviews shall not be used for any purpose other than:
 - a. In connection with the investigation, preparation, and prosecution of a civil or criminal case; and/or
 - b. As required by court order or applicable law.
- D. Non-offending Parent/Caretaker Interview – If requested by team members, the DCCAC will make space available to interview the non-offending parent(s) or caretaker while at the DCCAC. The goal of such an interview is to gather all information needed to advance the investigation and to determine the child's placement.
- E. Case Conference – Following the initial interview of a child at the DCCAC, the MDT shall immediately meet and share information necessary for each team member to act in

accordance with its agency's mandates. The Team may also discuss any additional investigation that might be required to make an appropriate determination of:

1. Whether the child will be removed from the home (or the offender should be ordered to stay away from the child and the home) or whether other action is required to serve the best interest of the child; every effort will be made when conducting a removal to minimize trauma to the child and to avoid conducting the removal at the DCCAC whenever possible;
 2. Whether criminal prosecution will be initiated against the assailant;
 3. What additional investigation is required in order to make these decisions or to successfully prosecute the civil and criminal cases;
 4. What, if any, services the child needs to begin the healing process, including referral to mental health assessment and treatment services.
- F. Role of Mental Health – The DCCAC provides access to mental health services on-site through its Clinical Services Program. All mental health referrals, consultation services, and treatments are provided by the DCCAC at no-cost to the child victim or family regardless of ability to pay.
1. The primary role and responsibilities of the DCCAC's Clinical Services Program staff are:
 - a. To provide direct mental health services to child victims of abuse, neglect and trauma through the provision of short- and long-term therapy, psychological assessment, crisis intervention and referrals to competent, culturally sensitive community providers;
 - b. To be available (as staffing sources permit) to the MDT for the observation of forensic interviews, case consultation (including pre- and post-interview conferences), preparing victims for Court, and debriefing of cases (note that priority will generally be given to the clinical needs of individual children and/or caregivers).
 2. The secondary roles of DCCAC Clinical Services Program staff are:
 - a. To provide expert and fact witness testimony to the court;
 - b. To provide field crisis interventions for child victims or witnesses;
 - c. To conduct death notifications;
 - d. To provide training and information on issues pertaining to child abuse and trauma, and how these issues intersect with the forensic field.

G. Role of Victim Support/Advocacy – The volume of information given to victims and caretakers at the onset of an investigation can be overwhelming to absorb, particularly considering that caretakers are receiving this information at a period of time when they are under an intense amount of distress and confusion. It is crucial to provide all of this vital information regarding the emotional and psychological impact of the disclosure process and the need for therapy follow-up throughout the course of the investigation and prosecution, and to provide information with an awareness of individuals' capacity to understand and receive that information at any given time.

USAO-VWAU provides advocates for child victims and their families whose cases are being prosecuted by attorneys from the USAO – Sex Offense and Domestic Violence Section. In criminal cases prosecuted by the OAG-Juvenile Section, the OAG-NVS will assign an advocate to work with the child victim and their family. Services are provided according to the Attorney General Procedures for Victim and Witness Assistance.

The DCCAC has a Victim Services Program that has the primary responsibility of addressing the immediate and urgent resource needs of child and adolescent victims in crisis and their family members who present to the DCCAC for forensic interviews. DCCAC staff are available to provide therapy referrals and consultation even after a case has been closed or been taken to trial.

XVII. MDT Case Review Process

A. Classes of Cases to be Referred to the DCCAC for the MDT Case Review Process

1. The MDT Case Review process is a critical means of coordinating the investigation of cases and ensuring that child victims of physical abuse receive needed services. To ensure that all serious physical abuse of a child cases are receiving this coordinated approach the MDT Case Review process shall be utilized in all cases outlined in Section XV.A.
2. Any other child physical abuse cases where forensic interviews are scheduled through the DCCAC will be automatically referred to the MDT Case Review process by the DCCAC staff.
3. In the cases described in Section XVI.A above where a forensic interview was not required, a MDT partner agency must notify the DCCAC so that the case will be placed on Case Review. MDT partner agencies agree to establish and implement procedures for referring cases to the MDT Case Review process. The referral shall contain the following information to the extent known:
 - a. Names(s), age(s), and date(s) of birth of victim(s);
 - b. Name and relationship of perpetrator(s);

- c. Type of injury;
 - d. Name of MPD lead detective/ investigator or CFSA social worker;
 - e. Name of medical facility where treatment was sought; and
 - f. Name of attending/treating physician.
- B. The MDT will meet for Case Review at CNMC¹⁴ every 1st and 3rd Tuesday of the month to discuss physical abuse cases in the District of Columbia.
- C. The MDT will review all physical abuse cases that have come into the DCCAC for forensic interview during the previous weeks as well as physical abuse cases referred or the process pursuant to Section XV above.
- 1. Team members will report on the status of the case at each agency, determine what further action, if any, needs to be taken by any agency.
 - 2. The discussion for each case will be succinct and comprehensive. Each agency representative will be prepared to succinctly report on his/her agency's action to the extent possible.
 - 3. Cases with special difficulties will be allotted additional time or can be scheduled for a Special Case Review, but as a general rule, each case will be given only five to ten minutes (see Attachment F, Team Case Review Checklist).
 - 4. Issues to be addressed at the Case Review shall include:
 - a. A review of the determination that there was physical abuse;
 - b. A preliminary report on the initial Family Court hearing including court orders;
 - c. A preliminary report on the initial criminal proceedings, including bond status of offender and any court orders;
 - d. A report on additional investigative steps that have been undertaken or that need to be undertaken;
 - e. A report on medical findings, if not available at the initial case conferences; and
 - f. Any other information necessary for appropriate disposition of the case, including status of referrals for mental health assessment and treatment.

¹⁴ Physical Abuse Case Reviews will be held at CNMC to facilitate attendance by medical professionals involved in the treatment of these cases. However, the DCCAC will remain the coordinating agency.

D. The DCCAC merely serves in a coordinating role in conducting Case Reviews and will not retain any documents prepared by other team agencies in its coordinating files.

Attachments

- A. MPD and CFSA District of Columbia Memorandum of Understanding and Interagency Agreement on Child Maltreatment Joint Investigations, 2012**
- B. Authorization for Collection and Release of Evidence and Information**
- C. Medical Records Release**
- D. Medical Legal Forms – PD 685 (for physical abuse examinations)**
- E. The DCCAC Interview Protocol**
- F. Team Case Review Checklist**

7

DISTRICT OF COLUMBIA

MEMORANDUM OF UNDERSTANDING

AND

INTER-AGENCY AGREEMENT

ON

**CHILD MALTREATMENT
JOINT INVESTIGATIONS**

November 23, 2011

**DISTRICT OF COLUMBIA
MEMORANDUM OF UNDERSTANDING
AND INTER-AGENCY AGREEMENT ON
CHILD MALTREATMENT AND
JOINT INVESTIGATIONS**

I. INTRODUCTION

This agreement is made by and between the District of Columbia Metropolitan Police Department (MPD) and the Child and Family Services Agency (CFSA) (collectively the "participating agencies").

The purpose of this Inter-Agency Agreement is to provide and promote closer coordination and better communication among the participating agencies, in order to better serve the children and the community and to lessen the disruptive effect an investigation would have in the life and adjustment of a child.

The participating agencies agree: to follow a common protocol for investigating allegations of abuse inflicted upon children, commit resources necessary to effectuate our common goals, seek to resolve any differences that might arise between or among the participating agencies, and place the welfare of the children at the center of our efforts. The participating agencies agree that to have a meaningful outcome for children, we must first have a competent, comprehensive, and timely investigation.

The participating agencies agree that the primary concern is for the safety of the children of the District of Columbia and specifically for children who have been abused and/or neglected. To this end, in cases of maltreatment, the participating agencies are to focus their investigative efforts on the timely identification of the child(ren), the identification and location of the parent(s), guardian or custodian, and a determination of safety and risk to the child(ren) involved in the household.

The participating agencies further agree to (1) work together to determine whether there is evidence of abuse or neglect, (2) conduct timely assessments in a coordinated and effective manner, and (3) cooperate in formulating the most appropriate intervention that will stabilize the family during crisis and allow the child(ren) to remain safely in their home or, when necessary, to remove the child(ren) to protect the health, safety, or well being of the child(ren).

II. SCOPE

This agreement is designed to give staff guidelines in conducting joint or coordinated investigations. This agreement is not intended to be an exhaustive guide as each allegation/investigation will have its own set of unique circumstances and complexities. Staff conducting a joint or coordinated investigation must work in accordance with his or her respective agency's protocols and procedures and within parameters established by law.

III. DEFINITIONS

1. **Maltreatment:** harm to a child from abuse (physical or sexual) and neglect.
2. **Report Referral:** A written or verbal notification of alleged maltreatment of a child victim.
3. **Child:** (D.C. Official Code § 2301(3)) means an individual who is under 18 years of age.

4. **Neglected Child:** (D.C. Official Code § 16-2301(9)(A-G)). The term "neglected child" means a child:

- a. who has been abandoned or abused by his or her parent, guardian, or other custodian; or
- b. who is without proper parental care or control, subsistence, or education as required by law, or other care or control, necessary for his or her physical, mental or emotional health, and the deprivation is not due to the lack of financial means of his or her parent, guardian, or other custodian; or
- c. whose parent, guardian, or other custodian is unable to discharge his or her responsibilities to and for the child because of incarceration, hospitalization, or other physical or mental incapacity; or
- d. whose parent, guardian, or custodian refuses or is unable to assume the responsibility for the child's care, control or subsistence and the person or institution which is providing for the child states an intention to discontinue such care; or
- e. who is in imminent danger of being abused and whose sibling has been abused or;
- f. who has received negligent treatment or maltreatment from his or her parent, guardian, or other custodian.
- g. who resided in a hospital located in the District of Columbia for at least ten (10) calendar days following the birth of the child, despite a medical determination that the child is ready for discharge from the hospital, and the parent, guardian, or custodian of the child has not taken any action or made any effort to maintain a parental, guardianship, or custodial relationship or contact with the child.

(No child who in good faith is under treatment solely by spiritual means through prayer in accordance with the tenets and practices of a recognized church or religious denomination by a duly accredited practitioner thereof shall for that reason alone be considered a neglected child.)

5. **Abused Child:** (D.C. Official Code § 16-2301(23)). The term "abused" when, used with reference to a child, means:
 - a. infliction of physical or mental injury upon a child;
 - b. sexual abuse or exploitation of a child; or
 - c. negligent treatment or maltreatment of a child.
6. **Mental injury:** (D.C. Official Code § 16-2301(31)). The term "mental injury" means harm to a child's psychological or intellectual functioning, which may be exhibited by severe anxiety, depression, withdrawal, or outwardly aggressive behavior, or a combination of these behaviors, and which may be demonstrated by a change in behavior, emotional response, or cognition.

NOTE: Mental injury is usually in conjunction with another charge i.e. physical abuse, neglect, etc.

7. **Physical Punishment:** In order for physical discipline to be acceptable, it must be administered by a parent as a considered response to misconduct and be applied in a tempered, controlled manner with as little violence and consequent possibility for actual physical injury as possible, given the age of the child and the attendant circumstances.

~~Differences in disciplining children that are based on varying cultural or ethnic standards have no legitimate substantive role in determination of whether corporal punishment of children is reasonable or excessive.~~

A history of increasingly violent, almost reflexive parental reaction may well support a finding of abuse even where the specific incident, which brought the case before the court, did not result in an observably serious injury to the child, as the court must seek to protect the child from further risk of harm.

Excessive Corporal/Punishment — The evidence of the frequent beatings by the parent(s) of the child(ren), resulting in permanent physical scars.

8. **Cruelty to Children: (D.C. Official Code § 22-1101)**

(a) A person commits the crime of cruelty to children in the first degree if that person intentionally, knowingly, or recklessly tortures, beats, or otherwise willfully maltreats a child under 18 years of age or engages in conduct which creates a grave risk of bodily injury to a child, and thereby causes bodily injury.

(b) A person commits the crime of cruelty to children in the second degree if that person intentionally, knowingly, or recklessly:

1. Maltreats a child or engages in conduct which causes a grave risk of bodily injury to a child; or
2. Exposes a child, or aids and abets in exposing a child to any highway, street, field house, outhouse or other place, with intent to abandon the child.

9. **Abandoned/Refusal or Neglect of Guardian to Provide for Child Under 14 Years of Age: (D.C. Official Code § 22-1102)** means any person within the District of Columbia of sufficient financial ability, who shall refuse or neglect to provide for any child under the age of 14 years, of which he or she shall be the parent or guardian, such food, clothing, and shelter as will prevent the suffering and secure the safety of such child shall be deemed guilty of a misdemeanor.

10. **Sexual Exploitation: (D.C. Official Code § 16-2301(25))** means a parent, guardian, or other custodian allows a child to engage in prostitution, or means a parent, guardian, or other custodian engages a child or allows a child to engage in obscene or pornographic photography, filming, or other forms of illustrating or promoting sexual conduct.

11. **Sexual Abuse:** (D.C. Official Code § 16-2301(32)). The term "sexual abuse" means:
 - (A) engaging in, or attempting to engage in, a sexual act or sexual contact with a child;
 - (B) causing or attempting to cause a child to engage in sexually explicit conduct; or
 - (C) exposing a child to sexually explicit conduct.
12. **Custodian:** (D.C. Official Code § 16-2301(12)(A-C)). The term "custodian" means a person or agency, other than a parent or legal guardian:
 - a. To whom the legal custody of a child has been granted by the order of a court; or
 - b. Who is acting in loco parentis; or
 - c. Who is a daycare provider or an employee of a residential facility, in the case of the placement of an abused or neglected child.
13. **Drug Use by a Parent:** A single instance of drug use by one parent in front of children does not make them neglectful, especially where there is a non drug-abusing parent in the home and there is no evidence of any ill effects on the children. To find neglect, there must be evidence that the use of substances directly contribute to the neglect of the child(ren.)

- III. **Minimal Fact Gathering Interview:** - a minimal fact-gathering interview is the minimal amount of questions asked to gather necessary information so that the investigator/detective can proceed to the next stage of the investigation. This is done when CFSA alone responds to a complaint and a disclosure of sex abuse is made. Only the information necessary to determine if it is safe to leave the child in the home or medical attention is needed should be gathered.

IV. COORDINATED INVESTIGATIVE PROCEDURES

Objectives of Coordinated Investigations:

In emergent situations, when both agencies provide a response, but are unable to do so jointly, staff of both agencies must come together to share information, which will assist in the furtherance of the investigation and or disposition of the case.

This coordination is to take place as expeditiously as possible, however, in all cases within the first 24 hours.

V. TEAM MEMBERS

- a. Metropolitan Police Department, Youth Investigations Division (YID)---Investigative Unit
- b. Child and Family Services Agency, Child Protective Services, and
- c. Child Advocacy Center (CAC), Safe Shores

VI. OTHER TEAM MEMBERS THAT MAY BECOME INVOLVED

- a. Children's National Medical Center,
- b. Office of the Attorney General for the District of Columbia,
- c. Office of the United States Attorney, and
- d. Metropolitan Police Department/Special Victims Unit.

VII. HOW REPORTS ARE RECEIVED

Reports of child maltreatment come through the centralized CFSA child abuse hotline staffed by CFSA employees at (671-SAFE or 7233). Some reports come directly to the police. Calls directly to the police that are intra-familial will be referred to the CFSA Hotline. An example would be Domestic Violence Cases that involve children being exposed to violent circumstances.

The CFSA Hotline staff will notify the MPD when:

A child, a CFSA worker, or other person needs immediate protection to prevent bodily harm; however, MPD or CFSA may respond alone to emergency calls if one or the other agency is unable to provide staff to conduct a joint investigation. Nevertheless, all attempts shall be made to ensure both agencies respond jointly.

Emergency Response

In an emergency situation (crime in progress and just occurred or imminent risk of harm), a Metropolitan Police officer assigned to one of the seven police districts in which the crime is being committed shall provide a response as with any 911 call for assistance. If the hotline receives a call that indicates the crime is in progress, the caller shall be directed to contact the Office of Unified Communications by dialing 911.

If the caller is incoherent or unable to follow these simple commands, obtain as much information as possible and place the call on behalf of the caller.

Upon receipt of a child abuse allegation, a member of the CFSA Hotline will assign an appropriate designation. Priority Level One Reports will be primarily assigned to the CFSA Special Abuse Unit. Reports will be reviewed by the Unit Supervisor and will be transmitted to YID on the CFSA Police Notification Form via YDCHILD@dc.gov.

The CFSA worker will investigate those allegations not falling under the category of Priority Level One. If, after initiating an investigation that does not fall under the aforementioned category (Priority Level One) evidence of possible criminal behavior is discovered, the investigating social worker will contact YID immediately. The time and name of the MPD supervisor or detective taking the information shall be obtained and recorded.

Special Victims Unit

The Special Victims Unit (SVU) is responsible for notifying the Hotline of any child fatalities or near fatalities occurring in the District of Columbia.

The CFSA Hotline shall accept all incidents in which any child's death occurs due to abuse or neglect for an investigation. The investigation will be conducted in collaboration with MPD's, SVU and CFSA. In all child deaths, the SVU detective will be the lead investigator. In the event there are other minor children present at the crime scene or as a part of the child victim's family, CFSA will respond and handle accordingly. The SVU detective will be required to contact the CFSA with the final disposition of the case within seven (7) days of acquiring this knowledge.

VIII. INSTITUTIONAL ABUSE (handled by CFSA)

Institutional Abuse is defined as suspected abuse, neglect or other risk to the health or safety of children residing in the following facilities:

- Job Corps
- Emergency Foster Care Facilities
- Foster, kinship (caregiver is related to child), or adoptive homes for children in the custody of or committed to the CFSA and located in the District of Columbia Independent Living Programs (other than those under YSA licensure and for MPD purposes, resident must be under the age of 18.)
- Shelters of Runaways
- Group Homes
- Any other out of home facility providing custodial care, including daycare centers and or schools.

IX. PROCEDURES FOR JOINT INVESTIGATIONS

CFSA and MPD shall ensure that trained professionals are available at all times to respond to reports of child maltreatment. (All precautions and skills should be taken to de-escalate tense situations.)

1. The purpose of the joint investigation is to:

- a. Provide protection for children from serious abuse and neglect by the gathering of evidence in a professional and coordinated manner;
- b. To reduce the number of interviews with the child(ren) by all agencies involved;
- c. To establish the delivery of appropriate and timely services that will reduce removals and when possible allow a child to remain safely in his/her home;
- d. To minimize negative effects for children during information gathering through the use of child friendly environments when appropriate;
- e. To enhance the quality of evidence discovered for civil litigation or criminal prosecution; and
- f. To minimize the likelihood of conflicts among agencies with different philosophies and mandates.

2. The intent of the initial investigation is fact finding to determine:

- a. The nature, extent, and cause of the abuse or neglect;
- b. The identity of the person responsible for the abuse or neglect;

- c. The name, age, social security number and address of all parents of victim(s) and/or sibling(s)
- d. The name, age, sex, and condition of the abused or neglected child and all other children in the home;
- e. The conditions in the home at the time of the incident;
- f. Whether there is any child in the home whose health, safety, or welfare is in jeopardy because of his or her treatment in the home or his or her home environment; and
- g. Whether any child who is in jeopardy because of treatment in the home or his or her home environment should be removed from the home or can be protected by the provision of resources.

3. Information Gathering

- a. In cases of serious physical abuse or intra-familial sexual abuse/assaults, the assigned YID detective/investigator after receipt of case, shall immediately contact the CFSA supervisor to obtain the name and availability of the investigating social worker. In cases of sexual abuse, the current Memorandum of Understanding and Inter-Agency Agreement shall guide all members of the team as it pertains to the handling of Child Sexual Abuse.
- b. The CFSA investigating social worker and the YID investigating detective will make arrangements to meet at the assigned location. Prior to entering the home, if possible, the investigating social worker and the YID detective will discuss the allegation(s) and how to proceed with the investigation.
- c. The YID detective and the CFSA social worker shall properly identify themselves to the responsible adult or juvenile via issued departmental identification upon entering the premises. The parent/guardian/caretaker shall be appraised of the nature of the allegation and the role of the individual investigator (law or social.)
- d. The child should be interviewed outside the presence of the parent/guardian. To accomplish this, it may become necessary to interview the child outside of the home.
- e. The parent/guardian shall be interviewed outside the presence of the child.
- f. In possible criminal cases of abuse, the YID detective will determine when the offending parent/guardian shall be interviewed and the scope of the interview as it pertains to the gathering of evidence.
- g. Once the initial interview(s) has taken place a determination of distinction removal or non-removal must be rendered. (In the case of removal, the child(ren) must be medically examined prior to being transported to the CFSA.) Original Medical Legal Forms shall remain with MPD.
- h. In cases of criminal neglect or abuse not rising to the Abuse Level One designation, where the social worker has arrived on the scene only to find a

greater degree of severity than originally reported, the social worker shall contact the YID immediately and request a joint investigation explaining the circumstances of the urgent request.

4. Duties and Responsibilities

Abuse: — in cases of sexual abuse or serious physical injury/abuse, MPD will maintain primary responsibility for the investigation. A copy of the complaint worksheet shall be forwarded to the YID or CFSA as appropriate. MPD/YID investigator will contact CFSA prior to leaving the building and responding to determine who the assigned social worker is and to arrange for a joint investigation. When in doubt MPD/YID shall contact CFSA.

Neglect: — CFSA shall maintain primary responsibility for neglect cases and all other abuse cases not designated Abuse Level One. When in doubt CFSA shall contact YID.

5. Removals:

- a. When children are removed from their home environment, the investigating members should utilize all sensitivity. (We must remember that while it may not live up to our expectations, it is their home environment and all remarks and actions should be censored while in the presence of the children).
- b. The child-victim's need of immediate medical attention shall take priority over all other actions. CFSA will take custody of child(ren) when it becomes necessary to obtain a medical examination, however, the investigating officer is responsible for obtaining the Medico-legal for all victims. If it becomes necessary through exigent circumstances, the MPD investigator may assist with transportation to the hospital.
- c. In a supported case of abuse where a determination has been reached to remove the child from their home environment and a need for a medical evaluation is necessary, the following steps shall be taken:
 1. The parent or caretaker should be notified of the removal and the need to obtain a medical evaluation.
 2. The parent or caretaker should be informed of where and when to appear in court.
 3. Both CFSA and YID are responsible for obtaining the medical evaluation of the child(ren). In the event additional interviews must be conducted to further the case for presentation in court the following day, CFSA will assume the responsibility for ensuring that the child is transported and medically examined. However, YID must return to the hospital to retrieve the medico-legal form (this is an official part of evidence gathering).
 4. The YID detective shall complete the P.D. 379.
 5. The CFSA social worker shall take possession of the child(ren) and place them, pending the initial court hearing.
 6. CFSA shall respond to court (within 72 hours) for the initial hearing. MPD shall respond according to the directives in the MPD General Orders.

X. CHILD ADVOCACY CENTER

The YID detective will be responsible for contacting the Child Advocacy Center (CAC) to arrange for interviews with the victim services coordinator. A team member, either the investigating officer, the social worker, or a forensic interviewer, shall conduct the forensic interview. Other team members may schedule an interview if and when necessary.

XI. MPD/YID PHYSICAL AND SEXUAL ABUSE DISPOSITIONS

Unfounded—The event complained of never occurred and the allegation is false.

Unsupported—The actions of the parent guardian where lawful, or, there is insufficient evidence to prove or disprove the allegation.

Supported—These cases are referred to court. (1) The initial investigation disclosed, that a child abuse incident occurred and, that the welfare of the child requires that he or she be taken into custody, receive medical treatment and/or hospitalization. (2) The initial investigation disclosed that a child abuse incident occurred through the willful mistreatment or neglect by the parent or guardian for the child or children, and this incident was not accidental.

Supported TOT CFSA—The allegation complained of occurred, however, the Child and Family Services Agency is able to provide the necessary resources and case management, which would allow the child or children to remain in their home.

Supported TOT Other Jurisdiction—The investigation reveals that the incident occurred in another jurisdiction and the case has been turned over to that jurisdiction for investigation.

(When there is concern in reference to the appropriate disposition in a physical or sexual abuse case and removal is at issue, both CFSA and the YID investigators shall consult with a supervisor and the supervisors shall be responsible for making the decision to remove. The team member's supervisor that determines the removal is the team member that will be responsible for papering and court representation.)

Sexual Abuse Dispositions:

"Open (Active) Cases" — Those cases in which the suspect has not been arrested or exceptionally cleared and there are viable leads to follow up.

"Open (Inactive) Cases" — Those cases in which there is no suspect and there are no viable leads to follow up, however, the event may have occurred.

"Closed (Inactive)" — Those cases in which suspects have been arrested or exceptionally cleared.

"Cleared (Active) Cases" — Those cases in which a suspect has been arrested or exceptionally cleared, but further investigation is necessary for the arrest or exceptional clearance of additional suspect(s).

"Unfounded Case" —The event complained of never occurred and the allegation is false.

For CFSA purposes, Open/Inactive may equate to a supported case. The event occurred but unable to move forward with criminal prosecution.

XII. CFSA DISPOSITIONS

At the conclusion of an investigation, the CFSA investigating social worker must determine whether or not the maltreatment has occurred for each allegation and victim. The following assessment findings are indicated for each allegation:

- Maltreatment has occurred (substantiated)
- Maltreatment has not occurred (unfounded)
- Unable to complete Initial Assessment (inconclusive)

XIII. INTER AND INTRA AGENCY INVESTIGATION

The primary responsibility for the criminal investigation is with MPD in cases of an allegedly abused child or children, and with CFSA in other cases of an allegedly neglected child or children. However, an investigation of a report involving acts or omissions of either agency shall be conducted by the agency involved or an agency designated by the Mayor.

In cases where the allegation is against CFSA it is not required that a joint investigation be undertaken. However, if the allegation is against MPD, CFSA will contact the YED/MPD to conduct a joint investigation. CFSA is not able to conduct criminal investigations.

This protocol is designed to give guidance to member agencies on how to maximize the benefits of a joint investigation in order to obtain the most efficient and effective outcome for children and families, while minimizing the trauma to child victims of abuse.

We recognize that the participating agencies have experienced and will continue to experience, structural changes, which impact on the coordination of our efforts to jointly address the systemic problem of abuse. The attached protocol recognizes these changes. The signatories will continue to work together, in the context of this Interagency Agreement, to develop the best intake and investigation practices possible. Each agency recognizes the ability of the other agency upon written approval to request operational modifications on a yearly basis.

Cathy L. Lanier, Chief of Police
Metropolitan Police Department
Washington, D.C.

Brenda Donald, Acting Director
Child and Family Services Agency
Washington, D.C.


Signature

Date DEC 13 2011


Signature

Date

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**MEMORANDUM OF AGREEMENT
BETWEEN
CHILD AND FAMILY SERVICES AGENCY
AND THE
DISTRICT OF COLUMBIA PUBLIC SCHOOLS**

I. INTRODUCTION

This Memorandum of Agreement ("MOA") is entered into between the District of Columbia Child and Family Services Agency ("CFSA") and the District of Columbia Public Schools ("DCPS"), individually referred to herein as a "Party" and collectively referred to herein as the "Parties."

CFSA is the agency responsible for ensuring the health, safety and well-being of children who have been abused or neglected, under D.C. Official Code §§ 4-1301.01, 4-1303.01a et seq. (Supp. 2012). As part of this duty, CFSA is required to receive and investigate reports of abuse or neglect under D.C. Official Code §4-1301.04, and one of CFSA's core investigation sources is the child's educational placement. In order for CFSA to complete such investigations in a timely manner, CFSA will require access to certain DCPS education records. The Parties agree and understand that the circumstances requiring such CFSA investigations constitute emergency situations where knowledge of the information is necessary to protect the health or safety of students or other individuals. Therefore, according to the terms of this MOA, DCPS will provide CFSA access to the Student Tracking and Record System ("STARS"), which houses DCPS educational records, under carefully controlled circumstances to ensure that CFSA has timely access to information when necessary to respond to emergency situations if knowledge of the information is necessary to protect the health or safety of students or other individuals. The DCPS Office of Data & Accountability ("ODA") Data Systems team will monitor CFSA's access to STARS to ensure that CFSA's access and use is consistent with this access right and the terms of this MOA. In addition, CFSA will provide periodic reports to ODA on its STARS access activity verifying that its access and use is consistent with this access right and the terms of this MOA.

II. SCOPE OF SERVICES

The responsibilities outlined below for CFSA and DCPS shall be addressed in protocols and procedures that will provide guidance and direction in the delivery of services under the terms of the MOA.

A. Obligations and Responsibilities of CFSA

1. CFSA shall designate up to five (5) CFSA employees, six (6) supervisors, (1) program manager, and (2) Educational Specialists as "CFSA STARS Users."

2. CFSA shall limit CFSA's access to STARS to these fourteen (14) designated CFSA STARS Users.
3. CFSA shall designate up to fourteen (14) secure computers that will be used to access STARS.
4. CFSA shall limit CFSA's access to STARS to only these fourteen (14) secure computers.
5. CFSA shall work with DCPS to provide training to the CFSA STARS Users on the requirements of the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232(g).
6. CFSA is required by law to conduct investigations of alleged abuse and neglect. D.C. Official Code § 4-1301.04 (Supp. 2012) mandates that CFSA make contact with a child who is the subject of a report of abuse or neglect as soon as possible, and not later than 24 hours after receiving the report, to assess the risk to, and safety of the child. For the purposes of this MOA, the requirement that CFSA assess the risk to and safety of a child who is the subject of a report of abuse or neglect, within 24 hours of receiving a report of abuse or neglect, is an emergency where access to information about the subject in the possession of DCPS is necessary to protect the health or safety of the subject.
7. CFSA shall submit to DCPS ODA a monthly report containing the names of all CFSA STARS Users accessing student data and the names of all students for which it has accessed STARS education records in emergency situations, as described in the preceding paragraphs. This report will also contain the "begin STARS search date" and the "end STARS search date." The confidential list of names shall not be further disclosed or released.
8. CFSA pledges (a) to use STARS only to search for information relating to those students whose names appear in the monthly report described in subsection II.A.7 above; (b) to use STARS only to search for student information in connection with an emergency situation, as more fully explained in subsection II.A.6 above, where knowledge of the information is necessary to protect the health or safety of the student or other individuals; and (c) to make no further disclosure of information retrieved from STARS.
9. All CFSA STARS Users will sign a DCPS data confidentiality pledge.
10. CFSA will ensure that all CFSA STARS Users will undergo the relevant STARS training before being allowed to access any student data.

11. CFSA will provide DCPS with the names of all CFSA STARS Users, update this information as necessary and notify DCPS immediately when a CFSA designated STARS user has left the employment of CFSA so that their access can be de-activated.

B. Obligations and Responsibilities of DCPS

DCPS shall:

1. Provide CFSA's designated STARS users with read-only access to certain educational record data fields in STARS as determined by DCPS, as well as unique user IDs and training, solely for the purposes and subject to the conditions described in this MOA.
2. Work with CFSA to provide training to CFSA's designated STARS users on the requirements of the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232(g).

III. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to services provided by this MOA, in accordance with all relevant federal and local statutes, regulations, policies, including, but not limited to, the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232(g). Information received from DCPS by CFSA, in the performance of responsibilities associated with the performance of this MOA, shall remain the property of DCPS.

IV. DURATION OF MOA

This MOA shall continue in effect unless terminated in writing pursuant to one of the grounds described in Section VI hereof by any Party upon 30 days written notice to the other Party. The Parties agree to meet annually to review the terms of this Agreement for purposes of reviewing each Party's obligations and responsibilities during the prior year and to decide if modification of the MOA is appropriate.

V. AMENDMENT/MODIFICATION OF THE TERMS AND CONDITIONS

The Parties reserve the right to request modification or renegotiation of the terms and conditions of this MOA at any time, in writing and with the agreement of all the Parties. Modification to this document shall be incorporated in the form of a written amendment dated and signed by the authorized representatives of CFSA and DCPS.

VI. SPECIAL PROVISION FOR TERMINATION OF MOA

This MOA may be terminated on the following grounds:

- A. Lack of funding;
- B. Changes in a District or federal policy affecting these services;
- C. Changes in the structure of agency programs;

D. Elimination of agency programs or services.

VII. NOTICES

The following individuals are the contact points for each Party under this MOA:

CFSA: 200 I. Street, S.E., 3rd Flr.
Washington, D.C. 20003
Attention: Michele Rosenberg
Telephone: (202) 442-6160

DCPS: Director of the Office of Data and Accountability
District of Columbia Public Schools
1200 First Street, N.E., 12th Floor
Washington, D.C. 20002
Telephone: (202) 442-4763

The individuals above are responsible for the management and coordination of the duties and obligations for each respective party under this MOA. Copies of correspondence related to the modification, amendment, extension or termination of this MOA, or any other legal matter pertaining to this MOA, shall be furnished to these individuals with additional copies to:

Robert Utiger
General Counsel, District of Columbia Public Schools
1200 First Street, N.E., 10th Floor
Washington, DC 20002
Telephone: (202) 442-5168
Fax: (202) 442-5098
Email: robert.utiger@dc.gov

VIII. MISCELLANEOUS

The Parties shall comply with all applicable laws, rules, and regulations whether now in force or hereafter enacted or promulgated.

IX. INTRA-DISTRICT FUNDING PROVISION

There are no funds associated with this MOA.

X. EFFECTIVE DATE

This MOA shall be effective as of the last date of execution by all the Parties (the "Effective Date").

IN WITNESS THEREOF, the Parties hereby execute this MOA on behalf of their respective agencies as of the Effective Date:

For the Child and Family Services Agency:



Brenda Donald
Director

2-28-13
Date

For the District of Columbia Public Schools:



Kaya Henderson
Chancellor

2/28/13
Date

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MEMORANDUM OF AGREEMENT

BY AND BETWEEN

**THE CHILD AND FAMILY SERVICES AGENCY FOR THE DISTRICT OF
COLUMBIA**

AND

**THE DISTRICT OF COLUMBIA DEPARTMENT OF HEALTH
ADDICTION PREVENTION AND RECOVERY ADMINISTRATION**

I. INTRODUCTION

This Memorandum of Agreement (MOA) is entered into by and between the Child and Family Services Agency for the District of Columbia (CFSA) and the District of Columbia Department of Health (DOH) Addiction Prevention and Recovery Administration (APRA) (hereinafter collectively referred to as "the Parties").

II. BACKGROUND

The need for this MOA arises out of a shared interest in enhancing the ongoing relationship between CFSA and APRA for the purpose of providing services for District of Columbia (District) residents who have involvement in the child welfare system meeting the American Society of Addiction Medicine Patient Placement Criteria for substance use disorders. Such persons, whether diagnosed or not, often require treatment in order to recover and maintain compliance with the agency case plan, Court ordered services or both designed to assist the family in maintaining children in their home or achieving permanency.

APRA is the Single State Agency for substance abuse services in the District of Columbia. It is responsible for regulating substance abuse services and purchases services, including treatment and recovery support services, to provide to District residents.

CFSA is the local agency responsible for ensuring the safety and welfare of children living in the District of Columbia. CFSA provides services and family stabilization resources to families and children alleged to be abused and/or neglected through the coordination of public and private partnerships.

Both CFSA and APRA have a vested interest in promoting safe and stable families, effectively utilizing fiscal resources, and addressing substance abuse and addiction-related risk factors through effective treatment and recovery support services. As key

stakeholders with interdependent interests, CFSA and APRA endeavor to integrate their respective systems so that service delivery is virtually seamless and as efficient and cost-effective as possible. Proactive collaboration of the involved parties advances all of these goals. When community-based treatment and recovery support services are available, accessible, and coordinated with specialized services vis-à-vis CFSA, many residents' well-being improves along with their family stability.

III. STATEMENT OF PURPOSE

The Parties can better fulfill their respective mandates, reach their strategic goals, and achieve their performance targets by providing coordinated assessment, treatment and recovery support services, specialized supervision, and case management for residents under supervision with substance use or co-occurring substance use and mental health disorders. In addition, sharing data furthers both agencies' goals.

CFSA is entering jointly into this agreement with APRA because they manage similar populations and often serve the same individuals. Specifically, CFSA coordinates the delivery of substance-related treatment services for individuals, both youth and adults, who are at one of several stages of involvement with the child welfare system. For the purposes of this MOA, these residents under supervision will be referred to as "clients." CFSA seeks to enhance and expand their ability to more effectively identify, link to treatment, treat and monitor this population. In order to accomplish this, CFSA must marshal their related internal resources and collaborate with APRA and its provider network throughout the District.

As the department that is tasked with promoting and protecting public health in the District, the DC Department of Health, and APRA in particular, is committed to judiciously managing agency resources to provide appropriate assessment and referral to treatment, and recovery support services, for all District residents who need such services, including those involved in the child welfare system.

This Agreement is therefore reached in furtherance of the Parties' respective public health and safety mandates and in direct support of the vital interests and missions of CFSA and APRA.

IV. TERMS AND CONDITIONS

This section outlines the terms and conditions to which each of the parties agree and will set forth the general process by which CFSA and APRA will provide services for those residents with child welfare involvement meeting the American Society of Addiction Medicine Patient Placement Criteria for substance use disorders.

A. Establishing Single Points of Contact

1. CFSA Responsibilities

- a. CFSA will establish a point of contact for managing the coordination of referral information.
- b. CFSA will advise APRA of the name and contact information for point of contact and advise APRA of any subsequent changes to those individuals or their contact information.

2. APRA Responsibilities

- a. APRA will establish a single point of contact for managing CFSA referrals to APRA intake sites including the Assessment and Referral Center (ARC), as well as for coordinating disclosure of assessment and referral information from APRA. APRA will advise all parties of the name and contact information for the points of contact and of any subsequent changes to those individuals or contact information.
- b. APRA will provide contact information for each of the APRA contractors providing detoxification services to CFSA clients. Pursuant to HIPAA and 42 CFR and with clients' consent, and pursuant to the providers' Human Care Provider Agreement with DOH/APRA, these points of contact will provide information to CFSA regarding clients who have received detoxification services, including confirmation and the date that the client reported for detoxification services, the scheduled discharge date the actual discharge date, and the discharge plan. APRA will advise the contractor to maintain the current name and contact information for the single point of contact and advise all parties of any subsequent changes to that individual or his or her contact information.
- c. APRA will provide contact information for all APRA contractors providing treatment to CFSA clients that are less than 21 years of age under the Adolescent Substance Abuse Treatment Expansion Program (ASTEP). Pursuant to confidentiality requirements and with clients' consent, and pursuant to the providers' Human Care Provider Agreement with DOH/APRA, these points of contact will provide information to CFSA regarding clients who have received treatment services, including confirmation and the date that the client reported for the assessment appointment, the treatment recommendation generated by the assessment, the results of drug screenings performed, the scheduled discharge date and the actual discharge date.
- d. APRA will facilitate the establishment of single points of contact for all APRA contractors providing treatment to CFSA clients that are 21 years of age and older. Pursuant to confidentiality requirements and with clients' consent, and

pursuant to the providers' Human Care Provider Agreement with DOH/APRA, these points of contact will provide information to CFSa regarding clients who have received treatment services, including confirmation and the date that the client reported for the assessment appointment, the treatment recommendation generated by the assessment, the results of drug screenings performed, the scheduled discharge date and the actual discharge date.

B. Assessments and Referrals

1. CFSa Responsibilities

- a. CFSa agrees to administer an APRA-approved substance abuse screening tool to all clients under consideration for substance abuse services. The screening tool administered will be the Global Assessment of Individual Needs - Short Screener ("GAIN-SS") through APRA's District Automated Treatment Accounting (DATA) system. The GAIN-SS will seek to identify individuals in need of a referral to APRA, or an ASTEP contractor, for an in-depth substance abuse assessment. The results of the GAIN-SS will be entered into APRA's DATA system by CFSa and the results will be immediately available to APRA.
- b. CFSa will collaborate with APRA to ensure that clients are referred to the most appropriate services within the treatment continuum of care available in the District to help clients achieve and maintain recovery.
- c. Upon obtaining the appropriate, valid consent under 42 C.F.R. § 2.31 for the disclosure of alcohol/drug treatment information, CFSa will forward referral information and supporting documentation, if applicable, to APRA's referral and intake single point of contact, or corresponding point of contact at an ASTEP contractor, to be received prior to the client's arrival for the appointment, as scheduled pursuant to section (1)(e.) below. CFSa agrees to use the DATA system to forward the referral information in section (1)(d)(vi.) below. The referral information will include:
 - i. Relevant information for the CFSa single point of contact;
 - ii. CFSa social worker's current telephone number, and email address;
 - iii. Signed client consent form to disclose screening and referral information to the ARC or ASTEP provider;
 - iv. Proof of District of Columbia residency as described in e. below;
 - v. Any available information regarding health insurance coverage.DATA information:
 - Client profile (client demographic information);
 - Global Assessment of Individual Needs - Short Screener (GAIN-SS);
 - A complete drug screen history when available; and

- A Miscellaneous Note within DATA containing any substance use information gathered through the course of CFSA's involvement in the case, e.g. a substance-related substantiation, sanctions related to substance use, etc. and relevant case history in accordance with CFSA's confidentiality requirements.
- d. The referring party will contact the APRA intake site single point of contact or the corresponding point of contact at an ASTEP contractor to schedule a mutually agreed upon appointment for each client after a consultation with the APRA intake site. Clients will be given notice of scheduled appointment.
- e. CFSA recognizes that under District of Columbia law and regulations, APRA can only fund substance abuse services for residents of the District of Columbia. District regulations (29 DCMR 2405) require that a client present a proof of residency to qualify for services. The CFSA referring employees will inform each client that he or she must present one of the following proofs of residency at the ARC or ASTEP provider in order to qualify for APRA-funded substance abuse services:
 - i. A valid motor vehicle operator's permit issued by the District;
 - ii. A non-driver identification card issued by the District;
 - iii. A voter registration card with an address in the District;
 - iv. A copy of a lease or rent receipt for real property located in the District;
 - v. A utility bill for real property located in the District; or
 - vi. A copy of the most current federal income tax return or Earned Income Credit Form.

2. APRA Responsibilities

- a. For the purposes of this MOA, APRA's "appropriate referral and intake location" are the Assessment and Referral Center (ARC) located at 70 N Street, NE, and the joint APRA/DMH satellite intake site situated at D.C. Superior Court.
- b. APRA agrees to direct the ARC and the ASTEP contractors to accept and review the result of the GAIN-SS performed by the CFSA referring employee and any other pertinent information forwarded. The ARC or the ASTEP contractor will then conduct an assessment to determine the appropriate level of care for the presenting client. This assessment is required by 29 DCMR 2400.3 in order for APRA to fund treatment services for District residents.
- c. To ensure timely information sharing, which is a vital component of providing appropriate and efficient treatment services, within 48 hours of conducting an assessment, and with a valid consent under 42 C.F.R. § 2.31 for the disclosure of alcohol/drug treatment information, the ARC, or ASTEP contractor, will provide

CFSA with the following information from DATA:

- i. Confirmation of whether a referred client appeared for the assessment appointment at the appropriate referral and intake location;
- ii. Any historical data regarding a client's previous APRA assessment and treatment history covered under the parameters of the consent form authorizing communication between APRA and CFSA; and
- iii. An indication of whether a referred client completed the assessment (including or consented and did not follow-through with the assessment); the level of care recommended; and, if applicable, the name and contact information for the treatment provider selected by the client.
The treatment provider will enter information into DATA based on the level of client consent once in treatment
- d. In the interest of capitalizing on the treatment investment that has already been made, as funding permits, APRA will assume the responsibility for providing and/or continuing the current (or comparable) treatment placement for District residents for whom CFSA began treatment, but for whom services were discontinued (e.g. case disposition).
- e. APRA will identify the staff person responsible for coordinating the continuation of treatment for clients in this category.
- f. Participate in CFSA planning regarding treatment.

C. Case Management and Information Sharing

1. CFSA Responsibilities

- a. Once a treatment provider is selected, and CFSA is informed of the provider by APRA (see §B2e), the APRA intake counselor will identify the case worker/social worker as a collateral contact in the DATA Profile and communicate the following information to the provider in the interest of care coordination. The case worker/social worker will include this information in the initial referral communication to APRA:
 - i. Social worker's current desk and cell phone numbers;
 - ii. Social worker's current work site address;
 - iii. Social worker's email address; and
 - iv. Supervisor's name, email address, desk telephone number and cell phone number.
- b. In order to continue case management and treatment planning efforts during the client's participation with APRA providers, the social worker will coordinate with the APRA treatment provider to:
 - i. Participate with APRA treatment providers in treatment staffings by phone or in person, in order to develop and/or revise the treatment plan or transition the client to the next phase of treatment;

- ii. Brief APRA treatment providers on any pertinent child welfare matters related to the client's treatment period;
- iii. Upon obtaining the required consent under 42 C.F.R. § 2.31 for the disclosure of alcohol/drug treatment information, obtain information from the APRA provider regarding compliance with and progress in treatment and a discharge summary, including discharge recommendations. CFSA will create a standardized records request policy which clearly articulates the information requested and a reporting schedule to minimize the administrative burden on the contracted treatment providers.

2. APRA Responsibilities

Based on the case management and other relevant sections within the contractual agreements between APRA and its assigned contract providers, when a signed consent is obtained from the client, APRA will encourage its providers to regularly communicate compliance and participation information to the appropriate case social worker. Special emphasis is to be given to reporting when clients are ready for discharge and have court appearances, to include a discharge summary with recommendations. CFSA will create a standardized reporting request policy which clearly articulates the information requested and a reporting schedule to minimize the administrative burden on the contracted treatment providers.

D. MOA Implementation and Management

1. CFSA and APRA will hold an initial meeting for the purpose of planning the implementation of this MOA and ongoing quarterly meetings to discuss preferred methods of communication and information sharing, exchange contact information, and any other matters related to MOA implementation.
2. CFSA and APRA will collaborate to develop and deliver trainings for their respective staffs and staff within the APRA provider network. The objective of the training sessions will be to: facilitate communication between CFSA and providers, enhance the providers' understanding of the child welfare system as it relates to clients who are receiving treatment, and for CFSA to understand the provider's roles and information about treatment. APRA will participate in the design of substance abuse trainings for CFSA staff and stakeholders.
3. CFSA and APRA agree to develop and enter into a Business Associate Agreement pursuant to the Health Information Portability and Accountability Act (HIPAA) and the Privacy Rule.

V. MISCELLANEOUS

A. Applicability

While the terms and conditions described in this MOA apply to District residents who are referred to APRA by CPSA, some District residents with child welfare involvement may report to APRA, or an ASTEP contractor, without a referral from or knowledge of their assigned social worker. Nothing in this agreement precludes those individuals from receiving any APRA services to which they are otherwise entitled.

B. Effective Date

This MOA will become effective upon the date of the signature of the last principal representing each Party and shall be evaluated after the effective date as necessary and at least annually to determine its continued relevance.

C. Full Agreement and Merger

The terms and conditions of this MOA constitute the full and complete agreement between the Parties. No other verbal or written agreement shall, in any way, vary or alter any provision of this MOA unless all Parties consent to vary or alter any provision of this MOA in a signed writing.

D. Modification

Modifications of this MOA shall be based upon the mutual agreement of the Parties and shall be made in writing as an addendum to this MOA.

E. Termination

Any Party independently may terminate this agreement upon written notice to the other Parties, in which case the termination shall be effective thirty (30) calendar days after the date of the notice.

F. Controlling Regulations and Laws

Each Party understands that the provisions of this MOA are subject to applicable laws and regulations of the District of Columbia and the United States.

G. Publicity and Media

Publicity releases and/or media interviews in connection with the activities credited to this MOA shall not be undertaken by any of the Parties without prior approval by CPSA, through its [Insert appropriate division here]; and APRA through the Office of the Senior Deputy Director, as appropriate.

H. Liability/Indemnification

Each Party is responsible for its own conduct under this MOA and retains immunity and all defenses available to it pursuant to federal law. No Party agrees to insure, defend, or indemnify another.

I. Anti-Deficiency Act

Nothing contained herein shall be construed to obligate CFSA, or APRA to any expenditure or obligation of funds in excess or in advance of appropriations, in accordance with the Anti-Deficiency Act, 31 U.S.C. § 1341.

J. No Third-Party Beneficiary

This MOA shall not and is not intended to benefit or to grant any right or remedy to any person or entity that is not a party to this MOA.

K. Notices

All notices shall be sent by the most expeditious means available including, but not limited to, facsimile, overnight courier, certified or registered mail, or email to the addresses set forth below. Any such notice shall be deemed delivered when received.

L. Protection of Sensitive Information

The Parties shall comply with all applicable laws, regulations, and rules whether now in force or hereafter enacted or promulgated, including, but not limited to, the federal and District of Columbia laws and regulations governing the disclosure of drug/alcohol treatment, HIV/AIDS/cancer, mental health information and federal Privacy Act protected records.

M. No Rights Created

This MOA does not, and shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any matter, civil or criminal.

N. Jointly Drafted

This MOA shall be deemed to have been drafted by the Parties and, in the event of a dispute, shall not be construed against either Party.

O. Misuse of Clinical Information

Any person(s) using information derived from the DATA System in a manner which violates federal or District confidentiality law, or any applicable code of ethics, will have access to the DATA System permanently terminated. APRA will report such activity to

the proper authority (e.g. professional licensing board, Office of the United States Attorney, etc.) as certain unauthorized privileged disclosures involve criminal and civil penalties.

P. Restriction on Law Enforcement Application of Clinical Information

No information garnered by using the DATA system shall be used for law enforcement purposes. Information garnered by CFSA from DATA shall not be given to law enforcement entities unless required by court order. If any criminal or civil action/enforcement occurs within 1000 feet of an APRA certified facility based or surmised on the knowledge gathered from the DATA system, this MOA and access to DATA will terminate immediately.

Q. MOA Points of Contact

Listed below are the individuals who may be contacted for matters pertaining to the implementation and management of this MOA.

Child and Family Services Agency

Dr. Benjamin A. Dukes, LICSW, LCSW-C, Director, Office of Wellbeing

Tel: 202-727-3864

Email: benjamin.dukes@dc.gov

Addiction Prevention and Recovery Administration

Javon C. Oliver, MS, LCPC, LPC, Director of Treatment


Tel: 202-727-8940

Fax: 202-727-0092

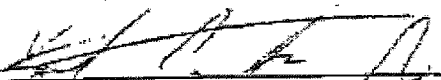
Email: javon.oliver@dc.gov

IN WITNESS WHEREOF: the parties hereto have executed this MOA as of the last date written below.

Child and Family Services Agency


Brenda Donald
Director, Child and Family Services Agency

8-26-13
Date


Lionel C. Sims, Jr.
General Counsel

8-30-2013
Date


District of Columbia Department of Health:


Dr. Joxel Garcia, M.D./M.B.A.
Acting Director, Department of Health

9/18/13
Date


Frances Buckson *Ex Frances Buckson*
Interim Senior Deputy Director, APRA

9/19/13
Date


Kenneth Campbell, Esq. *Ph. W. L. Husband, Esq.*
General Counsel

09-16-2013
Date

10

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CHILD AND FAMILY SERVICES AGENCY
AND THE OFFICE OF THE ATTORNEY GENERAL**

This Memorandum of Understanding is entered into between the Child and Family Services Agency ("CFSA") and the Office of the Attorney General for the District of Columbia ("OAG").

I. PREAMBLE

CFSA provides Title IV-E eligible administrative activities and maintenance costs to children and their families who are eligible under Title IV-E of the Social Security Act. OAG, which is the representative of the District of Columbia in all legal matters involving the District of Columbia (see D.C. Code § 1-301.111), provides legal representation to CFSA in child neglect matters. Both CFSA and OAG (collectively, "the parties") are committed to enhancing the proper and efficient administration of the Title IV-E foster care program, pursuant to section 474(a)(1) and 474(a)(3)(C) of the Social Security Act. Accordingly, it is agreed that:

II. STATEMENT OF PURPOSE

This agreement outlines the eligible IV-E activities being provided to CFSA by OAG's Child Protection Sections and the federal claiming process by CFSA on behalf of OAG.

III. SCOPE OF WORK

Assistant Attorneys General (AAGs) handle cases from when a child enters the court system at intake (also known as papering) until the child achieves permanency. In the area of child neglect, OAG has the exclusive authority to file a neglect petition on behalf of CFSA. See D.C. Code § 16-2305(c). Further, only OAG is authorized to represent CFSA in court proceedings. See D.C. Code § 1-301.111. In carrying out these responsibilities, OAG has approximately 60 attorney and non-attorney staff in its four Child Protection Sections, which exclusively provide representation to CFSA in child abuse and neglect matters. OAG's Child Protection Sections have represented, and continue to represent, the District of Columbia ("the District") and CFSA in all judicial proceedings in child neglect matters, including preparing and filing legal papers for court and handling pre- and post-disposition hearings, permanency planning hearings, and termination of parental rights hearings. In addition, the Child Protection Sections provide ancillary case preparation to CFSA, including case conferencing, advice, and consultation, as well as training to CFSA staff on court procedures and applicable law. To insure that the legal work performed by OAG's Child Protection Sections is administered properly and efficiently, the Child Protection Sections are co-located with CFSA at its headquarters. The work of AAGs throughout the life of a case, as well as relevant trainings and other activities, is explained in detail below. AAGs' activities are exclusively taken in Title IV-E cases.

A. PAPERING/INITIAL HEARING ACTIVITIES

1. AAGs give advice to CFSA social workers, offering analysis of reasonable efforts and the level of services to be provided a child, who is a candidate for foster care, or to an at-risk family, prior to a complaint being made by CFSA.

2. Receipt and review of CFSA complaint. CFSA cannot represent itself in Court; only OAG has authority to represent CFSA in Court, pursuant to D.C. Code §1-3031.111. Thus, the CFSA complaint is reviewed by AAGs.
3. AAGs interview social workers, witnesses, and police officers. AAGs attend multi-disciplinary/multi-agency interviews in serious child injury, sexual victimization, or fatality cases, in compliance with Title IV-E and CAPTA.
4. AAGs determine the eligibility of the case for presentation in court and draft petition(s) for each child on child-specific basis.
5. AAGs conduct a pre-initial hearing legal review and meet with their OAG supervisor regarding papering/legal issues. OAG decision is final pursuant to D.C. Code §16-2305.
6. Presentation of evidence at initial hearing, including proving probable cause; advocating for Title IV-E FFP required "Reasonable Efforts" and "Contrary to the Welfare of the Child" findings from court; preparation of required order with child-specificity and Title IV-E findings. (See, 42 U.S.C. §671)

B. PRE-TRIAL ACTIVITIES

1. AAGs continue to develop the case and attend scheduled court appearances on behalf of CFSA. AAGs appear at special pre-trial court hearings regarding medical/mental health emergencies, abscondences, school placement reviews, visitation crises, etc.
2. AAGs receive, analyze, investigate, and reply/oppose Motions for Changes in Visitation, Placement, Services relating to foster children.
3. Timely preparation of the following documents under Family Court Rules for mediation, stipulation, and/or adjudication:
 - a. Notice to parents,
 - b. Subpoenas to witnesses and for records and review of medical/mental health records
 - c. Requests for investigators' "Diligent Search" for parent;
 - d. Motions for discovery/stipulation, etc.
 - e. Oppositions and/or responses to discovery by parents;
 - f. Pre-trial statements;
 - g. Exhibits;
 - h. Opposition to motions detrimental to child, social worker witnesses, or CFSA.
4. AAGs attend mandatory Family Court mediation sessions, with social worker, within 30 days of case being papered.
5. Intense final preparation of witnesses for testimony.
6. Draft and review with supervisor of any *motions in limine* for trial (e.g. closed-circuit television, hearsay issues, etc.)

7. Preparation of trial notebook, including legal research, evidentiary issues and foundations, opening and closing arguments. Final policy review with supervisors and CFSA management where required on complex litigation. Provide guidance to paralegals for assistance in drafting motions, stipulations, discovery, and trial notebooks. ABA Guidelines are three (3) hours of preparation out of court for every one (1) hour in court.

C. TRIAL/PRE-DISPOSITION ACTIVITIES

1. AAGs try the case which may last several days or weeks.
2. Draft post-trial memoranda; findings of fact, conclusions of law.

D. DISPOSITION, REVIEW & PERMANENCY HEARINGS ACTIVITIES

(Cases before 10-13 Judges with review hearings at least every 6 months, and for the vast majority of cases, far more frequently)

1. Preparation for post-trial court hearings:
 - a. Consult with CFSA social worker on permanency goal status of case; and compliance with prior orders
 - b. Review social worker's court report to avoid delay or non-compliance with Title IV-E/ASFA Timelines
 - c. Consult with line social worker, social worker supervisor, or other CFSA personnel on CFSA policy/funding/practice points requiring AAG advocacy to protect safety and well-being of each child;
 - d. File of opposition/reply pleadings, as necessary
 - e. Prepare social worker for permanency hearing
 - f. Attend CFSA Administrative Reviews or staffings: including all 12-month administrative reviews and in any situation when termination of parental rights seems warranted
 - g. Review case plan, as indicated
2. AAGs attend disposition hearings. Advocate for foster care, if required, to support CFSA disposition where return to home is "contrary to welfare of child" and to support child-specific "reasonable efforts" judicial determination as recommended by CFSA.
3. AAGs attend post-trial hearings, including scheduled court appearances on behalf of CFSA generally, but also appearances at special post-trial court hearings regarding medical/mental health emergencies, abscondences, school placement reviews, visitation crises, etc.

E. POST-DISPOSITION/PERMANENCY ACTIVITIES

1. AAGs continue to represent CFSA in case through vertical prosecution model – and One Family, One Judge Principle – to maximize compliance with ASFA timelines for permanency for child within 14 months from removal (twelve months from 'entry into foster care' pursuant to Title IV-E):

- a. Attend specified significant CFSA case reviews required by Title IV-E and 45 CFR;
- b. Review all social worker reports prior to submission; provide training (on several levels), guidance, court preparation, and assistance to social workers;
- c. Appear at required Family Court permanency hearings:
 - i. Consult with social worker before court
 - ii. Argue for 'reasonable efforts' determinations in appropriate child-specific, written form from Court on timely basis;
 - iii. Prepare opposition to any requested or entered specific Court placements, visits, services not permitted by CFR/Title IV-E or in child's safety and well-being under Title IV-E;
 - iv. Ensure all visitation and placement options and motions before the Court are decided with "health and safety as the paramount concern" as required by Title IV-E and CFR.
 - v. Respond to any Orders to Show Cause
 - vi. Prepare motions to vacate, stay, enlarge time, etc.
 - vii. Attempt to ensure compliance to extent possible by CFSA
2. AAGs review social worker reports and goals, and attempt to ensure "reasonable efforts" judicial determinations are obtained in proper form — for goals of guardianship, adoption, APPLA, TPR, or independent living, compliant with Title IV-E for APPLA.

F. POST-DISPOSITION/PERMANENCY ACTIVITIES — Termination of Parental Rights/Adoption/Guardianship

1. AAGs attend Termination of Parental Rights (TPR) staffing or administrative review to determine whether a TPR motion is necessary.
2. AAGs write TPR motion; consult with social worker and AAG on neglect case.
3. AAGs prepare for TPR trial; identify exhibits; identify and prepare witnesses; attend pre-trial conferences; draft and/or respond to discovery and motions *in limine*.
4. AAGs try the TPR case which can last several days or weeks.
5. AAGs support CFSA adoption and guardianship efforts. AAGs provide guidance to outside counsel or petitioners seeking adoption of committed children; respond to adoption and guardianship modification or termination motions; ensure best interests of child in adoption and guardianship litigation for Agency.

G. INVESTIGATION FOR PARENTS/WITNESSES

1. Pursuant to requests from AAGS, OAG investigators try to find parents and other witnesses — by contacting homes, jails, records depots, morgues, last known addresses, hospitals, etc.

H. DATA MAINTENANCE — RECORDS STORAGE ACTIVITIES

1. AAGs and clerical staff spend time on entry and storage of data pertaining to legal activities, i.e. records pertaining to paper/no-papering, "reasonable efforts", "contrary to the welfare of the

child" decisions.

2. AAGs and clerical staff spend time providing data to SACWIS, adoption and foster care data elements responses.

I TRAINING ACTIVITIES -- in Support of Litigation for Foster Children of CFSA

1. Trainings for AAGs by AAGs, Experts, Supervisors
 - a. Federal, District laws, regulations, rules, policies, case law, including Title IV-E and claiming/eligibility requirements in judicial determinations
 - b. Office and Agency procedures, including SACWIS(FACES)
 - c. Updates with Court and Agency on child welfare procedures for safety and well-being of foster children to ensure proper advocacy for Agency in Court
 - d. Related trainings - substance abuse services; Family Treatment Court; housing; implementation of Title IV-E foster care services by Agency
 - e. Legal Ethics;
2. Trainings for social workers and management by AAGs
 - a. Federal laws, District laws, regulations, rules, policies, Court procedures
 - b. Necessity for appropriate, case-specific, "reasonable efforts" in removal/papering decisions.
 - c. Court report preparation guidance by AAG for Agency staff/management to assist in timely, appropriate Court decisions under Title IV-E
3. AAGs attend meetings -- in support of litigation and representation of CFSA in foster children cases. OAG representatives attend regularly scheduled meetings with the Department of Mental Health; Children's National Medical Center; District of Columbia Public Schools; District-Wide Child Fatality Review Committee; D.C. Superior Court Family Court ASFA Implementation Committee; Court Rules Committee Meetings. The purpose of these meetings is aid in OAG's litigation of cases in Family Court to achieve safety and well-being and permanency for children under Title IV-E.

IV. TITLE IV-E CLAIMING BY CFSA ON BEHALF OF OAG'S CHILD PROTECTION SECTIONS

The parties shall work collaboratively to develop and submit all documentation as required by OMB Circular A-87 and 45 CFR 1300 for the reimbursement of allowable costs incurred under this agreement.

CFSA and OAG understand and agree to fully comply with Administrative Rule 65C-19, FAC and all related OMB Circulars including OMB Circulars A-87 and A-133 and 45 CFR 1300. All costs claimed will be based on actual, allowable costs and will be documented as defined and required by the currently approved Public Assistance Cost Allocation Plan (PACAP), the District requirements, OMB Circular A-87 and 45 CFR 1300 and shall be subject to the audit requirements contained in OMB Circular A-133.

CFSA and OAG shall each maintain adequate and separate accounting records. Both parties shall permit audit and/or examination of all such records, procedures and accounts at any reasonable time by authorized personnel of the U.S. Department of Health and Human Services or other pertinent

Federal agencies and authorized personnel of CFSA, OAG, the District of Columbia Office of the Inspector General and other appropriate State entities. Personnel of such entities shall have the right of access to any books, records, documents, accounting procedures, practices, or any other items, which are pertinent to the performance or payment under this Agreement, in order to audit, examine, or make excerpts of such records.

CFSA and OAG understand and agree that payment and satisfaction of reimbursement under this agreement will be from Federal funds and that any false claims, false statements, false documents, or concealment of a material fact, may be prosecuted under applicable Federal or State laws. The parties also agree to furnish upon request all information regarding any reimbursement claimed for providing such activities.

In any disallowance or deferral action by the federal government on OAG's claims for its Child Protection Sections, CFSA and OAG shall work collaboratively to have that action reversed or overturned. In such instances, CFSA shall cooperate with OAG by making available CFSA's staff and relevant consultants to provide technical assistance to OAG in preparing and prosecuting OAG's defense of its claims. If the disallowance results from the lack of or improper identification/documentation of costs as required by OMB Circular A-87, the OAG will be responsible for the disallowance. If the disallowance results from the claim not being made timely or not in accordance with the approved PACAP, CFSA will be responsible for the disallowance.

V. RESPONSIBILITIES OF THE PARTIES

A. Responsibilities of OAG

OAG shall record and document all costs being claimed in accordance with the requirements of OMB Circular A-87 and the CFSA approved PACAP. OAG shall ensure that all costs are billed to CFSA in a timely manner and are supported by proper documentation. OAG shall further ensure that all billings are based on actual costs incurred and it will maintain all the related documentation to support those costs.

B. Responsibilities of CFSA

CFSA shall provide OAG with the guidance necessary for OAG to provide CFSA with the documentation necessary to file a claim for reimbursement under Title IV-E of the Social Security Act. CFSA shall communicate to OAG, in a timely manner, any changes in state or federal policy related to Title IV-E that will require an adjustment to this Agreement.

CFSA shall also be responsible for submitting to the federal government the ACF-IV-E-1 federal report for the Title IV-E program for the purpose of receiving federal reimbursement for eligible expenditures made by the OAG. CFSA's obligation to reimburse OAG under this agreement is subject to and contingent upon CFSA's receipt of the federal reimbursement, except where CFSA timely fails to submit claims on behalf of OAG and causes reimbursement not to occur. In such cases, CFSA shall be liable to OAG for the amount of the claims.

C. Joint Responsibilities

CFSA and OAG will collaborate in all relevant areas and work together in a spirit of good faith and mutual negotiation toward the efficient provision of the functions and support referenced above.

VI. DURATION OF THIS MEMORANDUM OF UNDERSTANDING

The term of this Memorandum of Understanding shall be from October 1, 2005, through September 30, 2007, and thereafter, yearly unless cancelled by either party. Notification of cancellation must be received 90 calendar days before the end of a term, or at such other time as the parties mutually agree.

VII. AMENDMENTS/MODIFICATIONS

This Memorandum may be amended with the written concurrence of the parties. Either party may raise issues requiring further contributions or modified responsibilities in view of critically changed circumstances. Modifications to this document shall be incorporated in the form of an amendment dated and signed by the authorized representatives of OAG and CFSA. Minor modifications may be made by written memorandum from the authorized representatives.

VIII. INTRA-DISTRICT FUNDING PROVISIONS

A. Cost of Services

CFSA shall submit OAG claims for federal reimbursement quarterly as part of its quarterly Title IV-E submission. When a claim is accepted, CFSA will draw down the funds and notify the OAG Agency Fiscal Officer (OAG/AFO) of the date and amount drawn related to the OAG submission. The OAG/AFO will process a Revenue/Cash Receipt document and forward it to the Office of Finance and Treasury for posting to the appropriate OAG account.

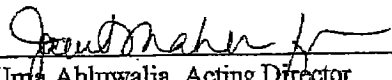
In the event of termination of this MOU, CFSA shall submit OAG claims for federal reimbursement for all outstanding costs and expenses incurred by OAG as part of CFSA's next quarterly Title IV-E submission following termination. When the claim is accepted, CFSA will draw down the funds and notify the OAG/AFO of the date and amount drawn related to the OAG submission. OAG shall then submit to CFSA a fiscal reconciliation related to the then outstanding claim for Title IV-E reimbursement. CFSA shall not be required to release these funds until OAG submits said fiscal reconciliation. Once OAG submits a fiscal reconciliation, the OAG/AFO shall process a Revenue/Cash Receipt document and forward it to the Office of Finance and Treasury for posting to the appropriate OAG account.

Should the parties, for any reason whatsoever, not be able to utilize the procedure described above for the transfer of funds, the parties agree that CFSA shall transfer funds to OAG via intra-District transfer.

B. Resolution of Disputes

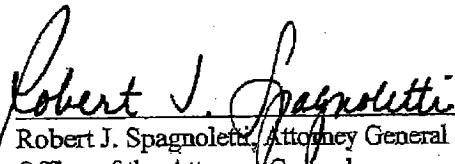
The Attorney General and CFSA Director or their designees shall resolve all adjustments and/or disputes arising from services provided under this MOU. In the event that the parties are unable to resolve an issue, the matter shall be referred to the DC Office of Financial Operations and Systems or the City Administrator, as appropriate.

IN WITNESS WHEREOF, the parties hereto have executed the Memorandum of Understanding as of the date and year written below:



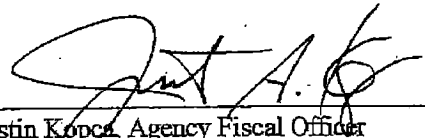
Uma Ahluwalia, Acting Director
Child and Family Services Agency

Date: 9/18/2006



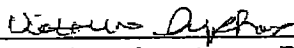
Robert J. Spagnoletti, Attorney General
Office of the Attorney General

Date: 9/18/06



Justin Kopca, Agency Fiscal Officer
Child and Family Services Agency

Date: 9/18/06



Victoria Syphax, Agency Fiscal Officer
Office of the Attorney General

Date: 9/18/06

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**MEMORANDUM OF UNDERSTANDING
BETWEEN THE DISTRICT OF COLUMBIA'S
PRETRIAL SERVICES AGENCY
AND
CHILD AND FAMILY SERVICES AGENCY**

I. INTRODUCTION

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into by and between the District of Columbia Pretrial Services Agency (PSA) and the District of Columbia Child and Family Services Agency (CFSA).

II. STATEMENT OF PURPOSE

The purpose of this MOU is to establish the terms and conditions under which PSA will provide urinalysis drug testing services to CFSA as requested.

III. AUTHORITY OF THE PARTIES

A. AUTHORITY OF PSA

PSA is authorized to provide drug testing services in accordance with Title III of the Intergovernmental Cooperation Act (ICA) of 1968, and Office of Management and Budget (OMB), Circular A-25, User Charges; and Circular A-97, Rules and Regulations Permitting Federal Agencies to Provide Specialized or Technical Services to State and Local Units of Government Under Title III of the Intergovernmental Cooperation Act of 1968.

As part of its statutory mandate, PSA is required to provide drug testing services only for the adult pretrial criminal justice population. When PSA was a District of Columbia Government agency, it provided additional drug testing services for approximately 15 years to the District of Columbia for juveniles in lock-up and on community release, and juveniles in pre-adjudicated and probation status, including children placed in shelters. Because of these services rendered for Superior Court of the District of Columbia (Superior Court) Family Court cases, PSA often conducted drug testing for respondents in abuse and neglect matters. Now, as a Federal independent entity, PSA still must perform drug testing of adults in the criminal justice system, but is neither statutorily mandated to perform testing of juveniles, or of adults and respondents in abuse and neglect matters, nor appropriated the funding to perform such testing services. Testing in the past has been conducted without cost reimbursement. PSA is not authorized under applicable Federal law to perform drug testing for CFSA without cost reimbursement.

B. AUTHORITY OF CFSA

CFSA is the agency within the District of Columbia Government responsible for providing a variety of services to prevent abuse and neglect and safeguard the rights and welfare of children whose parents are unable to do so. CFSA operates in accordance with the Child and Family Services Agency Establishment Act of 2001 and the United States District court LaShawn A. v. Williams Modified Final Order, which requires CFSA to provide services, including substance abuse programs and treatment.

CFSA recognizes that drug testing services provided by PSA are essential to its ability to make effective decisions in Family Court matters (i.e., abuse and neglect). CFSA has not been able to procure comparable drug-testing services through ordinary business channels and it has formally requested that PSA continue to provide such services at the same levels as during previous fiscal years.

IV. ROLES OF THE PARTIES

A. PSA ROLE

1. Provide urinalysis drug testing services consisting of specimen collection and testing, which includes immunoassay and, upon request of the Court in contested cases, confirmation analysis (e.g., GCMS or gas chromatography mass spectrometry) for Superior Court Family Court juveniles and parents in abuse and neglect cases, as PSA's capacity allows.
2. Provide drug testing services for urinalysis only on a fee-for-service composite rate established from the direct costs of consumables and the number of tests performed for CFSA by PSA's lab. The composite rate is subject to a semiannual review for upward or downward adjustments.
3. Provide read-only access to CFSA only through JUSTIS of abuse and neglect case drug test results and failures to report to facilitate CFSA's ability to prepare drug status reports, and for decision-making regarding supervision.
4. Transfers administrative tasks associated with preparation of drug status reports to CFSA. Specifically, 30 days after the date on which this MOU is signed by both parties, PSA no longer will generate and disseminate hard copy drug test status reports.
5. As needed on a case-by-case basis, provide expert witness testimony as requested by prosecutors or defense counsel in accordance with PSA procedures only on drug test results collected by PSA's Drug Testing and Compliance Unit and analyzed by PSA's Forensic Toxicology Drug Testing Laboratory (Lab).

6. Automatically discontinue scheduling drug testing appointments after two consecutive failures to report. Resume court-ordered testing upon the respondent's return to the Drug Testing and Compliance Unit.
7. Invoice CFSA on a federal fiscal year quarterly basis for urinalysis drug testing fee-for-service based on a composite rate attributable to the service provided. Specifically:
 - a) At the start of the MOU period, the rate for a single specimen collection is \$ 0.93 for the initial drug screened, and \$0.27 for each additional drug screened. The cost of a standard three-drug test would then be \$1.47. Each positive test will receive another immunoassay confirmation test for an additional rate of \$0.27.
 - b) The standard drug test rate will be reassessed on a semi-annual basis to update the rates for cost adjustments. CFSA will be notified in writing, not later than 30 days after such assessment, if there is a requirement for any upward or downward rate adjustment.
 - c) Invoices will be sent to CFSA by the 6th business day of the month following the end of each federal fiscal quarter (December, March, June, September), for tests performed in the preceding quarter, to include any adjustments.
 - d) Invoices will be mailed to:

Office of the Chief Financial Officer
Child and Family Services Agency
400 6th Street, SW, 2'd Floor
Washington, DC 20024
 - e) Each invoice (Attachment A) will include a summary of the total number of tests performed (Attachment B), by type of test, and a detailed listing by person (Attachment C).
 - f) If payment is not received by PSA within 30 days of CFSA's receipt of an invoice, the services provided pursuant to this MOU are subject to termination.

Any questions or discrepancies shall be submitted to the PSA Office of Finance and Administration, Accounting, by e-mail (eric.kravchick@csosa.gov), fax (202-220-5655), or phone (202-220-5680).

B. CFSA ROLE

1. Use JUSTIS to obtain drug test results and failures to report.

2. Provide the PSA Drug Testing and Compliance Unit with the following information when abuse and neglect respondents and parents and any other parties report for testing placement or resumption of drug testing:
3. Date drug testing condition is imposed OR date request for spot or random testing is made;
 - a) Docket number;
 - b) X reference number; and
 - c) Date of birth.
4. Drug testing will not be performed without this information.
5. To ensure proper reimbursement, payment must be made to "Pretrial Services Agency" and remitted 30 days following the receipt of an invoice to:

D.C. Pretrial Services Agency
Office of Finance and Administration, Accounting
633 Indiana Ave., NW, Room 1125
Washington, DC 20004

V. MISCELLANEOUS

A. AGREEMENT EVALUATION

CFSA and PSA will evaluate this drug testing services agreement ninety (90) days from the date this MOU is executed and on an annual basis thereafter to determine its continuance.

B. ONGOING CONSULTATION

CFSA and PSA shall maintain a close liaison and consult on at least a quarterly basis on all matters pertaining to this MOU. Moreover, CFSA and PSA shall cooperatively work together in fulfilling the terms and conditions of this MOU.

C. APPLICATION OF THIS AGREEMENT

This agreement only covers the testing of youth and individuals related to abuse and neglect proceeds as they relate to the District of Columbia's Family Court. This agreement is not applicable to youth who are ordered for testing as it relates to the juvenile delinquency proceedings or any other proceedings as they might be related or covered by the District of Columbia's Department of Youth Rehabilitation Services (DYRS).

VI. APPLICABLE LAWS

CFSA and PSA shall comply with all applicable laws, regulations, and rules whether now in force or hereafter enacted or promulgated, including in particular federal and District of Columbia laws governing the disclosure of drug/alcohol treatment, HIV, mental health and other sensitive personally identifiable information. Nothing in this MOU shall be construed as in any way impairing the general powers of CFSA and PSA for supervision, regulation, and control of its property under such applicable laws, regulations, and rules.

VII. ANTI-DEFICIENCY ACT

Nothing contained herein shall be construed to obligate any party to any expenditure or obligation of funds in excess or advance of appropriations, in accordance with the Anti-Deficiency Act, 31 U.S.C. § 1341.

VIII. NO RIGHTS CREATED

This agreement does not, and shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any matter, civil or criminal.

IX. LIABILITY

Each party is responsible for its own conduct under this MOU, and retains all defenses, including immunities, available under federal and D.C. law. Neither party agrees to insure, defend, or indemnify the other.

X. MODIFICATION

Modification of this MOU shall be based upon the mutual written agreement of the parties as an addendum to this MOU.

XI. TERMINATION

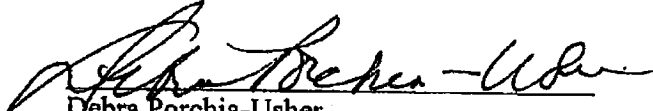
This MOU may be terminated, in whole or in part, by any party hereto upon ninety (90) days advance written notice.

XII. TERM

This MOU shall take effect on October 1, 2010, and shall remain in effect unless terminated by one party or by mutual agreement in accordance with this agreement.

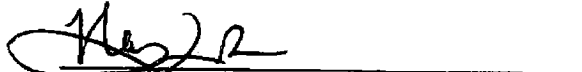
IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

DC CHILD AND FAMILY SERVICES AGENCY:


Debra Porchia-Usher
Interim Director

8/22/2011
Date

DC PRETRIAL SERVICES AGENCY:


Natalie Burgess
Director of Procurement

8/26/11
Date

CFSA Office of General Counsel
Reviewed/Approved for Legal Sufficiency

 8/22/11
Signature/Date

12

MEMORANDUM OF AGREEMENT

(DC Access System (DCAS) Data Sharing Agreement)

**BETWEEN
THE DISTRICT OF COLUMBIA
DEPARTMENT OF HUMAN SERVICES
AND
OFFICE OF THE CHIEF TECHNOLOGY OFFICER
AND
THE CHILD AND FAMILY SERVICES AGENCY
FOR
THE SHARING OF DATA
FOR
FISCAL YEARS 2016-2026**

I. INTRODUCTION

This Memorandum of Agreement is the DC Access System (DCAS) Data Sharing Agreement (hereinafter referred to as "MOA") and is entered into between the District of Columbia (District) Department of Human Services (DHS), the Office of the Chief Technology Officer (OCTO), and the Child and Family Services Agency (CFSA), each individually referred to herein as a "Party" and collectively referred to herein as the "Parties".

The Parties enter into this MOA for the purpose of authorizing CFSA to share data with DHS as necessary to continue to support the State Verification Plan mandated by the Affordable Care Act (hereinafter referred to as "State Verification Plan"). This MOA also supports the secure exchange of data between DHS and CFSA necessary to ensure accurate and timely eligibility and benefit determinations and enrollment of District residents in federally and locally funded medical, cash and food public assistance benefits, as it relates to children receiving foster care services in the District, and to support CFSA's determination of foster children's eligibility for a foster care payment under Title IV-E of the Social Security Act (SSA), 42 USC § 671 *et seq.*

DHS is the District agency responsible for assisting low-income individuals and families in the District to maximize their potential for economic security and self-sufficiency. DHS has two administrations, which include the Economic Security Administration (ESA) and the Family Services Administration (FSA). ESA is responsible for making eligibility determinations for federally and locally funded public assistance programs in the District, including but not limited to, Medicaid benefits, Supplemental Nutrition Assistance Program (SNAP) benefits, formerly known as the Food Stamps Program, and Temporary Assistance to Needy Families (TANF) benefits. FSA is responsible for providing protection, intervention and social services to District residents, including but not limited to, Homeless Services and Adult Protective Services.

CFSA investigates reports of child abuse and neglect. CFSA also provides foster care, adoption, and supportive community-based services to enhance the safety, permanence, and well-being of abused, neglected, and at-risk children and their families in the District. CFSA seeks to achieve the highest quality of community-based services, to increase the number of families who receive community preventive and support services, and to expand the network of resources providing services to at-risk children and their families.

OCTO is the District's central technology organization. It develops, implements, and maintains the District's technology infrastructure, including but not limited to: developing and implementing major enterprise applications, establishing and overseeing technology policies and standards, providing technology services and support to District government agencies, and developing technology solutions for improving services to businesses, residents, and visitors to the District. OCTO is providing the information technology (IT) infrastructure support for DCAS, which will operate as the District's new system for applying to, determining eligibility for, and enrolling in public benefit programs such as Medicaid, TANF, and SNAP.

DHS established DCAS as the District's designated single or combined data-system for purposes of meeting the requirements of Section 103 of the Data-Sharing and Information Coordination Amendment Act of 2010, effective December 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241 *et seq.*), as amended, accompanying regulations at 29 DCMR §§ 3000-3099 (collectively referred to as the "Data Sharing Act"), Mayor's Order 2011-169, the Patient Protection and Affordable Care Act of 2010, effective March 23, 2010 (Pub. L. No. 111-148; 42 U.S.C. §§ 18001 *et seq.*), as amended, and the Health Care and Education Reconciliation Act of 2010, effective March 30, 2010 (Pub. L. No. 111-152; 42 U.S.C. §§ 1305 *et seq.*), as amended, and their corresponding regulations (collectively referred to as the "ACA"). From a program perspective, DCAS was also created to facilitate a connection to District services to the extent possible, coordinate benefits for District residents, provide quality case management services as deemed necessary, and provide coordination with other health and human service agencies for the purpose of coordinating benefits, services, and supports. DCAS will also provide District residents with streamlined access to Medicaid, the Children's Health Insurance Program ("CHIP"), insurance affordability programs, DC Health Care Alliance, and other health and human service programs.

DCAS operates in accordance with the National Human Services Interoperability Architecture (NHSIA) and Medicaid Information Technology Architecture (MITA) standards. NHSIA governs States' TANF administration and was developed by the U.S. Department of Health and Human Services (HHS) Administration for Children and Families (ACF) to facilitate information sharing, improve service delivery, prevent fraud, and provide better outcomes for children and families. Similarly, the MITA initiative is an interoperability framework sponsored by the Center for Medicare and Medicaid Services (CMS) to foster integrated business and IT transformation across the Medicaid enterprise to improve the administration of the Medicaid program. In implementing and maintaining DCAS, OCTO shall provide hardware, monitoring, software requirements definition, and Service Oriented Architecture (SOA).

The legacy IT system used by DHS to conduct and administer eligibility and enrollment in federally and locally funded public benefits programs is the Automated Client Eligibility Determination System (ACEDS). DCAS, which will eventually replace ACEDS, is being implemented in phases (hereinafter referred to as "Release" or "Releases"). DCAS Release 1 became operational in October 2013, with additional Releases to follow. DCAS is expected to be fully operational in 2017, after which time ACEDS will sunset. Until then, DHS and CFSA will share information via ACEDS or DCAS as applicable.

In addition, under the ACA, each State, and the District, is required to develop and comply with an automated State Verification Plan, as approved by the United States Centers for Medicare and Medicaid Services (CMS). In collaboration with DHS, the District's State Medicaid agency, the Department of Health Care Finance (DHCF), developed and obtained CMS approval for the District's State Verification Plan. The Plan documents how the District, through DCAS, will use federal and local data sources to electronically verify information such as residency, income, and household composition, as part of determining eligibility for new applications and renewals of medical assistance in the District.

DHCF and the District Health Benefit Exchange Authority (HBX) have both delegated the authority to DHS to conduct eligibility determinations for Medicaid and other medical insurance plans and benefits in the District. The State Verification Plan is an integral part of performing these eligibility determinations through the DCAS system. Information from CFSA is a key part of the State Verification Plan. A copy of the District's State Verification Plan is incorporated by reference into this MOA and is attached hereto as Appendix A.

II. PROGRAM OBJECTIVES

The purpose of this MOA is to facilitate and support the secure exchange of data between CFSA and DHS, which is necessary for DHS to fulfill the State Verification Plan, and to facilitate and support the secure exchange of data between DHS and CFSA necessary to ensure accurate and timely eligibility and benefit determinations and enrollment¹ of District residents in federally and locally funded medical, cash and food public assistance benefits, as it relates to children receiving foster care services in the District.

A. Data DHS needs from CFSA:

1. To conduct and comply with the State Verification Plan, DHS needs certain information from CFSA to perform verifications of customer's information, including but not limited to residency, income, and household composition.

¹ Eligibility for Medicaid programs will be determined through the DHS DCAS system; however, enrollment in all District Medicaid programs will continue to be administered through the Department of Healthcare Finance's (DHCF) Medicaid Management Information System (MMIS).

- a. The specific information DHS needs from CFSA to perform these verifications includes:
 - i. Information related to residence,
 - ii. Information related to household composition, and
 - iii. Information related to legal status of children in foster care.
2. To make accurate public benefit and medical assistance eligibility and benefit determinations for District residents related to a child's placement into or exiting from foster care, DHS needs certain information from CFSA that includes:
 - i. Information related to a child's entry into foster care,
 - ii. Information related to changes to a child's foster care placement, and
 - iii. Information related to a child's exit from foster care.

B. Data CFSA needs from DHS

To assist CFSA to determine when a child placed in foster care is eligible for the Title IV-E program, and to support CFSA's determination of foster children's eligibility for a foster care payment under Title IV-E, CFSA needs certain information from DHS that includes information related to the child's primary caregiver's income, including:

1. Information related to caregiver's unearned income,
2. Information related to caregiver's earned income and wages, and
3. Information related to caregiver's receipt of child support.

III. SCOPE OF SERVICES

A. DHS' Responsibilities:

1. DHS shall use the CFSA data only for the purposes described and authorized by this MOA.
2. DHS shall not be responsible for the completeness or accuracy of CFSA source data.
3. DHS shall work with CFSA and OCTO to develop procedures to guide implementation of the data transfer authorized by this MOA.
4. DHS shall work with CFSA to provide, where applicable, view access to certain information authorized by this MOA to be shared with CFSA, provided CFSA completes and confirms that all required staff training and security protocols are completed and in place.

B. CFSA's Responsibilities:

1. CFSA shall provide DHS with the data elements listed in Tables 1 and 2 in Exhibit A of this MOA.
2. CFSA shall make all reasonable efforts to ensure the completeness and accuracy of the data that is transferred to DHS.
3. CFSA shall not be responsible for the completeness or accuracy of DHS source data.
4. CFSA shall ensure that data elements included in the DHS request transmission are not stored within CFSA systems.
5. CFSA shall work with DHS and OCTO to develop procedures to guide implementation of the data transfer authorized by this MOA.
6. CFSA shall, where view access is provided for information authorized by this MOA, complete and provide confirmation that all required staff trainings and security protocols are completed and in place.

C. OCTO's Responsibilities:

1. OCTO shall assist DHS to configure information technology infrastructure required to host and securely exchange data with CFSA.
2. OCTO shall work with DHS and CFSA to develop procedures to guide implementation of the data transfer authorized by this MOA.
3. OCTO shall provide reasonable and necessary support for the secure transfer of data described in Exhibit A between DHS and CFSA.

IV. AUTHORITY

This MOA is entered into in accordance with the ACA, the Data Sharing Act; the Food and Nutrition Act of 2008, effective October 1, 2008 (Pub. L. 110-246; 7 U.S.C. §§ 2011 et seq.); Personal Responsibility and Work Opportunity Reconciliation Act of 1996 ("PRWORA"), effective August 22, 1996 (Pub. L. 104-193; 42 U.S.C. §§ 601 et seq.), as amended; the Health Insurance Portability and Accountability Act of 1996, approved August 21, 1996 (Pub. L. No. 104; 42 U.S.C. § 1320d et seq.), as amended, and its corresponding regulations located at 45 C.F.R. Parts 160, 162, and 164 (collectively referred to as "HIPAA"); Title XIX of the SSA, effective July 30, 1965 (Pub. L. 89-97; 42 U.S.C. §§ 1396 et seq.) as amended; Section 466(c) of the SSA (Pub. L. 93-647; 42 U.S.C. §§ 666(c)); the Health Benefit Exchange Authority Establishment Act of 2011, effective March 2, 2012, (D.C. Law 19-94; D.C. Official §§ 31-3171.01 et seq.); and any other applicable District and Federal law, regulation and policy.

V. CONFIDENTIAL INFORMATION

The Parties to this MOA shall use, restrict, safeguard, sanitize and/or dispose of all information related to services provided by this MOA, in accordance with all relevant federal and District confidentiality statutes, regulations, policies, and publications, now in effect and as amended during the term of this MOA, including, but not limited to: PRWORA; HIPAA; National Institute of Standards and Technology (NIST) Special Publication 800-88 rev. 1, Guidelines for Media Sanitization; the District of Columbia Self-Sufficiency Promotion Act of 1998, effective April 20, 1999 (D.C. Law 12-241; D.C. Official Code § 4-209.04); and the Data-Sharing Act.

VI. LIMITATION ON USE OF DATA

- A. The Parties agree and warrant that they shall use data elements shared pursuant to this MOA solely to accomplish their obligations under this MOA and solely in a manner and for purposes consistent with the terms and conditions of this MOA.
- B. The Parties agree to take appropriate legal action against any unauthorized use or disclosure of any data elements requested by DCAS.

VII. CIVIL AND CRIMINAL PENALTIES FOR UNLAWFUL USE OR DISCLOSURE

- A. The unauthorized use or disclosure of data elements pursuant to this MOA may result in the following civil and criminal penalties in accordance with Sections 105 and 106 of the Data-Sharing Act:
 - 1. A person who "negligently" uses or discloses "health and human services information" in a manner not authorized by the Data-Sharing Act or other District law shall be liable in an amount of five hundred dollars (\$500) for each violation.
 - 2. A person who willfully uses or discloses "health and human services information" in a manner not authorized by the Data-Sharing Act or other District law shall be liable in an amount of one thousand dollars (\$1,000) for each violation.
 - 3. A person who knowingly obtains, uses, or discloses "health and human services information" in a manner not authorized by the Data-Sharing Act or other District law shall be guilty of a misdemeanor, and upon conviction, shall be fined not more than two thousand five hundred dollars (\$2,500), imprisoned not more than sixty (60) days, or both; except, that if the offense is committed through deception or theft the person is guilty of a misdemeanor and shall be fined not more than five thousand dollars (\$5,000), imprisoned for not more than one hundred eighty (180) days, or both.
- B. In addition, Parties may be subject to other criminal and civil penalties imposed by other applicable District and Federal confidentiality statute for the unauthorized use or disclosure of data elements under this MOA.

VIII. DURATION

- A. This MOA shall be effective from the date on which the last "Party" signs through September 30, 2026, unless terminated in writing by the Parties prior to this date.
- B. The Parties may extend the term of this MOA by exercising a maximum of two (2) five (5) year Option Periods. The total term of this MOA, including the exercise of any option clause, may not exceed twenty (20) years.
- C. The Party seeking to exercise an Option Period shall provide the other Parties with written notice of its intent to exercise an Option Period at least ninety (90) days prior to the expiration of the current term.
- D. Any Party intending to terminate this MOA shall provide written notice at least thirty (30) days in advance of the termination date to all other Parties, pursuant to the Termination clause in Subsection XI of this MOA.

IX. MODIFICATION

The terms and conditions of this MOA may be modified in writing as mutually agreed upon by the Parties. All of the Parties to this MOA agree to work together as appropriate in good faith to seek to identify and pursue opportunities for expanded commitments to carry out the purposes of this MOA, and to make any conforming changes to this MOA.

X. RESOLUTION OF DISPUTES

All disputes arising from the exchange of data in accordance with this MOA shall be resolved by the Parties' Directors or their designees.

XI. TERMINATION

Any of the Parties to this MOA may terminate this MOA prior to its expiration by providing at least thirty (30) days advance written notice to the other parties. The notice shall include the terminating Party's certification that data received pursuant to this MOA has been sanitized or disposed of in accordance with Section V of this MOA.

XII. NOTICE

The following are points of contact for each Party under this MOA:

For DHS:

Technical Contact:

Boyle Stuckey, Interim Chief Information Officer

DC Access System

Office of Information Systems /Department of Human Services

64 New York Avenue, N.E., 4th Floor /Washington, DC 20002

Phone: (202) 442-3273

Email: boyle.stuckey@dc.gov

Program Contact:

Anthea Seymour, Administrator
Economic Security Administration / Department of Human Services
64 New York Avenue, N.E., 6th Floor / Washington, DC 20002
Phone: (202) 698-3949
Email: anthea.seymour@dc.gov

For OCTO:

Carol Washington, Chief of Staff
Office of the Chief Technology Officer
200 I Street, S.E./Washington, DC 20003
Phone: (202) 724-3684
Email: carol.washington@dc.gov

For CFSA:


Kevin Ward
Acting Technology Officer
Child and Family Services Agency
200 I Street, S.E. /Washington, DC 20003
Phone: (202) 434-0039
Email: kevin.ward@dc.gov

XIII. EFFECTIVE DATE

This Data Sharing Agreement shall be effective immediately upon execution by all parties.

IN WITNESS WHEREOF, the individuals named below warrant that they have the authority to and do bind their respective agencies to the terms of this Agreement.

FOR THE DEPARTMENT OF HUMAN SERVICES:



Laura Green Zeilinger
Director

MAY 16 2016

Date

FOR THE OFFICE OF THE CHIEF TECHNOLOGY OFFICER:

Archana Venulapalli
Archana Venulapalli
Acting Chief Technology Officer

5/26/16
Date

FOR THE CHILD AND FAMILY SERVICES AGENCY:



Raymond C. Davidson
Director

6/20/16

Date

ATTACHMENT A
TO THE DATA SHARING AGREEMENT
BETWEEN
THE DISTRICT OF COLUMBIA
DEPARTMENT OF HUMAN SERVICES
AND
OFFICE OF THE CHIEF TECHNOLOGY OFFICER
AND
THE CHILD AND FAMILY SERVICES AGENCY

The purpose of this data exchange is for DHS to receive certain customer information necessary from CFSA to allow DHS to perform the State Verification Plan. In addition, this data exchange is for DHS and CFSA to exchange information related to residents' receipt of public benefits and foster care necessary for DHS to conduct accurate and coordinated public assistance eligibility, enrollment, and benefit determinations and necessary for CFSA to determine a child's eligibility for a Title IV-E foster care payment.

Generally how this will occur is that the DHS system will send a request to the CFSA system, and the CFSA system will respond by sending the DHS system the required information.

The data to be provided from CFSA to DHS for the purpose of this MOA, whether through an individual request or through periodic data transfers is generally described in the following sections and Attachments:

For Section II.A.1: Data elements DHS needs from CFSA to allow DHS to perform the State Verification Plan are provided below. In addition, please see **Attachment B**, the District of Columbia's State Verification Plan submitted to CMS:

Foster Care Fields	
Field	Description
SSN	Social Security Number of Applicant/Dependent
DOB	Date of Birth of Applicant/Dependent
Name	Name (Applicant(s)/Dependent(s))
Foster Care Status	Was the Applicant or Dependent in Foster Care in DC
Foster Care Expiration Date	What date did this person leave Foster Care

For Section II.A.2: Data elements DHS needs from CFSA to make accurate public benefit and medical assistance eligibility and benefit determinations for District residents related to a child's placement into or exit from foster care. See the following attached documents, which are incorporated herein by reference: **Appendix C: DCAS-CFSA Interface Requirements Document**; and **Appendix D: CFSA Data Fields _ v1.2**

For Section II.B: Data CFSA needs from DHS to assist CFSA to determine when a child placed in foster care is eligible for the Title IV-E program can be found in the current ACEDS screenshot provided in **Appendix E**.

Attachments:

Appendix B: District of Columbia's State Verification Plan

Appendix C: DCAS-CFSA Interface Requirements Document

Appendix D: CFSA Data Fields _ v1.2

Appendix E: ACEDS Proposed Screenshot of CFSA Interface to DCAS

MAGI-BASED ELIGIBILITY VERIFICATION PLAN

(Insert Medicaid, CHIP, or Both)

Medicaid & CHIP
District of Columbia

State:

Section A - Verification Procedures for Factors of Eligibility

Eligibility Factor	Self-Attestation Accepted without Additional Verification (Y/N)	Self-Attestation Accepted with Post-Eligibility Verification (Y/N)	Electronic Data Source Used (Y/N)	Reasonable Compatibility Standard Used	Specify Reasonable Compatibility Standard for Income	Ask for a Reasonable Explanation from the Individual (Y/N)	Paper Documentation Required from the Individual (Y/N)	Comments
Income*	NO	NO	YES	Both are above, at or below the applicable income standard. Percent Threshold	10% but see comments	NO	YES	<p>Attestation is considered reasonably compatible unless:</p> <p>1) the data sources indicate that the applicant's income is above the applicable Medicaid eligibility threshold; 2) the applicant attests to income that is below the eligibility threshold; and 3) the difference between the income shown by the data sources and the income attested to by the applicant is greater than 10 percent.</p> <p>If individual attests to income above the applicable Medicaid eligibility threshold, attestation is accepted regardless of what electronic data sources show, and individual is screened for eligibility for other insurance affordability programs.</p> <p>Electronic data sources will be used to verify income. Paper documentation will only be requested as a last resort.</p> <p>In cases where the applicant attests to no income and no electronic income information is available, their attestation is accepted without further verification. The requirement for paper documentation may also be waived in exceptional circumstances, as determined on a case-by-case basis. These circumstances include: homelessness; domestic violence; employers closing or moving to another state or country; and employers who refuse to release information.</p> <p>See additional comments</p>
Residency	NO	NO	YES	For individuals 19 and over, information is considered reasonably compatible when both the attestation and the data match shows that the applicant lives in the District, even if the District addresses are different. Information is not reasonably compatible with electronic sources if: 1) no electronic sources show that the applicant is living in the District; or 2) an electronic source indicates that the individual is not living in the District.	N/A	NO	YES	<p>Attestation will be accepted for children under 19 unless an electronic data match indicates that they are not living in the District. For individuals over 19, if they attest to living in DC but this cannot be confirmed by electronic data matching, their attestation is deemed not reasonably compatible and the state will use paper documentation. Self-attestation without additional verification will also be accepted for applicants claiming homeless status.</p> <p>See additional comments</p>
Age (Date of Birth)	YES	NO	NO	N/A	N/A	NO	NO	Attestation of date of birth is accepted without verification. However, if any inconsistency is noted between an individual's attestation and available electronic data sources, paper documentation will be required.
Social Security Number **	NO	NO	YES	N/A	N/A	N/A	YES	

MAGI-BASED ELIGIBILITY VERIFICATION PLAN

(Insert Medicaid, CHIP, or Both)

Medicaid & CHIP

District of Columbia

State:

Section B1. Use of Electronic Data Sources

Financial:

Electronic Data Source	Determined Useful (Y/N) ¹	Accuracy Considered (Y/N)	Timeliness Considered (Y/N)	Ability to Access (Y/N)	Age of Data Considered (Y/N)	Comprehensive Considered (Y/N)	Other Criteria Used (Y/N)	Data Source Used at Application (Y/N)	Data Source Used at Renewal (Y/N)	Data Source Used Post-Enrollment (Y/N)	If Data Source Used for Post-Enrollment Frequency Used (e.g. monthly, quarterly)	Comments
1. Internal Revenue Service (IRS)	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		Will use IRS data to determine if applicant falls under Medicaid or APTC/CSR income range
2. Social Security Administration (SSA) (SSI, Title II)	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		Will use to determine Title 2 income during initial enrollment and during annual recertification to identify inconsistencies and changes in circumstances.
3. State Wage Information Collection Agency (SWICA)	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		
4. State Unemployment Compensation	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		
5. State Administered Supplementary Payment Program	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		
6. State General Assistance Programs	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		
7. Supplemental Nutrition Assistance Program (SNAP)	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		Not used for MAGI calculations. Will use raw data for comparisons
8. Temporary Assistance for Needy Families (TANF)	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		Not used for MAGI calculations. Will use raw data for comparisons

MAGI-BASED ELIGIBILITY VERIFICATION PLAN

SECTION B1 - Use of Electronic Data Sources, Financial

Electronic Data Source	Determined Useful (Y/N) ¹	Accuracy Considered	Timeliness Considered (Y/N)	Ability to Access Considered	Age of Data Considered	Comprehensive Considered (Y/N)	Other Criteria Used (Y/N) (Please Describe in Comments section)	Data Source Used at Application (Y/N)	Data Source Used at Renewal (Y/N)	Data Source Used Post-Enrollment (Y/N)	If Data Source Used for Post-Enrollment Frequency Used (e.g. monthly, quarterly)	Comments
9. Office of Child Support Enforcement (OCSE)	NO	YES	YES	YES	YES	YES	NO	NO	NO	NO		Not used for MAGI calculations because it will not contain reliable income data for most applicants
10. State Income Tax	NO	YES	YES	YES	YES	YES	NO	NO	NO	NO		Not used for MAGI calculations because no data match is available
11. Commercial database: (Please describe any commercial databases in the space below)												
The Work Number	YES	YES	YES	YES	YES	YES	NO	YES	YES	NO		Plan to use on day 1 through the Hub.
12. Other: (Please describe any additional electronic data sources in the space below)												
PARIS	YES	YES	YES	YES	YES	YES	NO	NO	NO	YES		Used 2 times a year. Shows individuals receiving military or other federal employee pay while also receiving public assistance benefits. This is used to determine whether these individuals are over-income for the benefits they are receiving.

1. The state marked any criterion YES if they were considered in determining the usefulness of the electronic data source; however, the determination of whether the data source was useful/not useful did not rest solely on these criteria.

MAGI-BASED ELIGIBILITY VERIFICATION PLAN
 Medicaid & CHIP
 District of Columbia
 State:
 Section B2. Use of Electronic Data Sources

Non-Financial:

Electronic Data Source	To Be Used (Y/N)	Social Security Number	Citizenship	Immigration Status	Residency	Age/DOB	Pregnancy	Household Composition	Caretaker Relative	Medicare	Application for other Benefits	Other	Data Source Used at Application (Y/N)	Data Source Used at Renewal (Y/N)	Data Source Used Post-Enrollment (Y/N)	If Used for Post-Enrollment Frequency Used (i.e. monthly, quarterly)	Comments
1. Social Security Administration (SSA)	YES	YES	YES	NO	NO	NO	NO	NO	NO	YES	NO	NO	YES	YES	YES	Annually	Used post-enrollment and at renewal for Medicare. Can be used as a verification source of Age/DOB, if necessary.
2. Department of Homeland Security (DHS) - SAVE	YES	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO		This information will be used to create a tickler table that will create a notification when a person's 5-year bar expires.
3. Vital Statistics	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO		DC DMV will only provide data on whether an individual is a District resident, both at initial application and renewal
4. Department of Motor Vehicles (DMV)	YES	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO		Used to verify District residency at initial application and renewal. See additional comments tab. Data will be provided through the ACEDS system.
5. Temporary Assistance for Needy Families (TANF)	YES	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO		Used to verify District residency at initial application and renewal. See additional comments tab. Data will be provided through the ACEDS system.
6. Supplemental Nutrition Assistance Program (SNAP)	YES	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO		Used to verify District residency at initial application and renewal. See additional comments tab. Data will be provided through the ACEDS system.

Electronic Data Source	To Be Used (Y/N)	Social Security Number	Citizenship	Immigration Status	Residency	Age/DOB	Pregnancy	Household Composition	Caretaker Relative	Medicare	Application for other Benefits	Other	Data Source Used at Application (Y/N)	Data Source Used at Renewal (Y/N)	Data Source Used Post-Enrollment (Y/N)	If Used for Post-Enrollment Frequency Used (i.e. monthly, quarterly)	Comments
7. Office of Child Support Enforcement	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO		
8. State General Assistance Programs	YES	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	YES	YES	NO		Used to verify District residency at initial application and renewal. See additional comments tab. Data will be provided through the ACEDS system.
9. Women, Infants and Children Program (WIC)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO		
10. State Income Tax	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO		
11. Commercial database: (Please describe any commercial databases in the space below)																	
13. Other: (Please describe additional electronic data sources in the space provided below)																	

Electronic Data Source	To Be Used (Y/N)	Social Security Number	Citizenship	Immigration Status	Residency	Age/DOB	Pregnancy	Household Composition	Caretaker Relative	Medicare	Application for other Benefits	Other	Data Source Used at Application (Y/N)	Data Source Used at Renewal (Y/N)	Data Source Used Post-Enrollment (Y/N)	If Used for Post-Enrollment Frequency Used (i.e. monthly, quarterly)	Comments
12. PARIS*	YES	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	YES	NO	NO	YES	Other (specify in comments)	Used 2 times a year. Will also use to determine if individual has Medicaid in another state, or application for other benefits, if a discrepancy were to be identified.

* Under 42 CFR 435.945(d), all State Medicaid eligibility systems must conduct a match with PARIS for Interstate benefit information. If used for other purposes, please indicate in Section D.

MAGI-BASED ELIGIBILITY VERIFICATION PLAN

(Insert Medicaid, CHIP, or Both)

State:

Medicaid & CHIP
District of Columbia

Section C - Additional Factors of Eligibility for Separate CHIP

Eligibility Factor	Self-Attestation Accepted without Additional Verification	Self-Attestation Accepted with Post-Enrollment Verification (Y/N)	Electronic Data Source Used (Y/N) If Yes, please describe in comments	Paper Documentation Required from the Individual (Y/N)	Non-Applicable (N/A)	Comments
1. Applicant does not have other coverage	YES	NO	NO	NO	Must be Applied	Self-attestation accepted without additional verification
2. Applicant does not have access to affordable ESI					N/A	
3. When child has had coverage (as applicable to states' waiting period)					N/A	
4. Access to public employee coverage					N/A	
5a. Waiting period exception #1 (describe):					N/A	
5b. Waiting period exception #2 (describe):					N/A	
5c. Waiting period exception #3 (describe):					N/A	
5d. Waiting period exception #4 (describe):					N/A	
5e. Waiting period exception #5 (describe):					N/A	
5f. Waiting period exception #6 (describe):					N/A	
5g. Waiting period exception #7 (describe):					N/A	

MAGI-BASED ELIGIBILITY VERIFICATION PLAN
SECTION C - Additional Factors of Eligibility for Separate CHIP

Eligibility Factor	Self-Attestation Accepted without Additional Verification	Self-Attestation Accepted with Post-Enrollment Verification (Y/N)	Electronic Data Source Used (Y/N) <i>If Yes, please describe in comments</i>	Paper Documentation Required from the Individual (Y/N)	Non-Applicable (N/A)	Comments
5h. Waiting period exception #8 (describe):					N/A	
5i. Waiting period exception #9 (describe):					N/A	
5j. Waiting period exception #10 (describe):					N/A	
6. Other eligibility factors or exceptions to eligibility factors: <i>(Please describe in the space provided below)</i>						

MAGI-BASED ELIGIBILITY VERIFICATION PLAN

(Insert Medicaid, CHIP, or Both)

State:

Medical & CHIP
District of Columbia

Section D. Additional Verification Questions

	Question	Response
1	If paper documentation is required when a data source is not available or the information obtained from a data source is not reasonably compatible with the information provided by or on behalf of the individual, briefly describe how the state determined that establishing and using an electronic data source was not effective, considering such factors as cost and program integrity in accordance with 42 CFR 435.952(c).	<p>The state uses many electronic data sources to verify information and only requests paper documentation if information is not available electronically or is not reasonably compatible with the attestation.</p> <p>Exceptional Circumstances for all factors of eligibility – The District will accept self-attestation without paper documentation in exceptional circumstances, including homelessness and in cases of domestic violence.</p> <p>Vital Statistics will not be used to verify citizenship because it was determined that the data contained therein would be unlikely to contain information more recent or reliable than that received through the federal data hub. Therefore, no connection has been established with Vital Statistics.</p>
2	Please describe how the state uses PARIS?	<p>The District receives PARIS data twice a year, in August and February. PARIS data will only be used for post-enrollment verification because the information is not received on a real-time basis.</p> <p>The PARIS match consists of the Interstate match, Veterans Administration match and the federal match, which includes information from the Office of Personnel Management (OPM). The interstate match is used to determine if a person is receiving duplicate benefits in participating states. The veterans' match determines if a person is receiving benefits from the Veteran Administration while receiving public assistance. The federal match shows individuals receiving military or other federal employee pay while also receiving public assistance benefits. This is used to determine whether these individuals are over-income for the benefits they are receiving, and it will be used to re-determine Insurance Affordability Program benefits.</p>
3	Please indicate (YES) or (NO) if the State intends to request Secretarial approval to solely use alternative data sources for financial verification other than those listed in 42 CFR 435.948 (Numbers 1-8 in Section B-1).	NO

	Question	Response
	<p>If (YES), please submit a letter to CMS requesting such approval describing how the state meets the following requirements:</p> <ol style="list-style-type: none"> 1) Reduces administrative costs and burdens on both individuals and the State, 2) Maximizes accuracy and minimizes delay, 3) Meets the requirements related to confidentiality, disclosure, maintenance and use of information, and 4) Promotes coordination with other insurance affordability programs. 	
4	<p>Please indicate (YES) or (NO) if the State intends to request Secretarial approval to use a mechanism other than the federal data services hub for information that is available through the hub.</p>	NO
	<p>If (YES), please submit a letter to CMS requesting such approval describing how the state meets the following requirements:</p> <ol style="list-style-type: none"> 1) Reduces administrative costs and burdens on both individuals and the State, 2) Maximizes accuracy and minimizes delay, 3) Meets the requirements related to confidentiality, disclosure, maintenance and use of information, and 4) Promotes coordination with other insurance affordability programs. 	

Question	Response
Describe any additional MAGI-based eligibility verification policies and procedures that have not been covered in this verification plan (optional):	<p>a. Incarceration</p> <p>The District will receive data from the Social Security Administration's Prisoner Update Processing System (PUPS), which is included in the federal data services hub. However, the District will accept an applicant's attestation that he or she is not incarcerated even if the PUPS information indicates that the applicant is incarcerated. The District chose this course of action after evaluating the reliability and accuracy of the PUPS data. The District currently receives PUPS data monthly, and that information typically contains thousands of names of individuals who are no longer incarcerated. The District does not have the staff capacity to follow up on all of these records. Therefore, the District will accept attestation on incarceration regardless of the PUPS data.</p> <p>b. Local Data Hub</p> <p>The District established a local data hub to verify eligibility factors for Medicaid and its state-based Exchange. The local data hub contains data from: the Department of Employment Services; Child and Family Services Agency; the Automated Client Eligibility Determination System; and the Department of Motor Vehicles for the District of Columbia.</p>

Section A. Additional Comments

income: Paper documentation will only be required when the available income information is not reasonably compatible with the applicant's attestation. The District recognizes that an individual's income may have changed, and that the change may not be reflected in the available electronic data. Due to system defects, the District was unable to verify income and could not process cases with outstanding income verifications, which created a backlog of applications. Beginning in December 2013, in order to address the backlog issue and prevent the delay of Medicaid coverage for thousands of beneficiaries, the District processed the applications based on attested information and conducted post-enrollment verification. The backlog has been resolved; therefore, beginning March 1, 2014, DHCF will require verification of income pre-enrollment for all individuals as stated in the verification plan. Effective March 1, 2014, the District will no longer enroll individuals based on self-attestation and conduct post-enrollment verification of income. The District received a waiver from CMS under section 1902(e)(14) of the Act to allow that for applications submitted between November 1, 2013 and February 28, 2014, the District will enroll based on self-attestation, conduct post-enrollment verification and resolve inconsistencies within 90-120 days while providing benefits.

Residency: Once a data source shows that the individual is living in the District, the residency information will be considered reasonably compatible. Once a data source indicates that the individual is not living in the District, paper documentation will be required. Paper documentation will also be required when no source indicates that the individual is living in the District. Note that the District will not use any further data sources after finding one that is reasonably compatible with residency in the District, so not all of these sources will be checked for each case. Acceptable documentation, when necessary, includes: a copy of an active lease agreement, certified deed, or mortgage statement with D.C. address in their name, a phone or utility bill from within the past two months, a signed statement with contact information from another District resident stating that the applicant lives at their address in the District, D.C. Voter Registration Card, Non-expired District of Columbia Motor Vehicle Registration or DC DMV Identification Card, Cancelled checked or receipts for mortgage or rental payments within the past 2 months, Utility bills and payment receipts with D.C. address within the past 2 months, Non-expired Automobile Insurance Statement with D.C. residency address. Exceptional Circumstances – the District will accept self-attestation of residency without paper documentation in exceptional circumstances, including homelessness and in cases of domestic violence.

Due to system defects, the District was unable to verify residency and could not process cases with outstanding residency verifications, which created a backlog of applications. Beginning in December 2013, in order to address the backlog issue and prevent the delay of Medicaid coverage for thousands of beneficiaries, the District processed the applications based on attested information and conducted post-enrollment verification. The backlog has been resolved; therefore, beginning March 1, 2014, DHCF will require verification of residency pre-enrollment for all individuals as stated in the verification plan. Effective March 1, 2014, the District will no longer enroll individuals based on self-attestation and conduct post-enrollment verification of residency. The District received a waiver from CMS under section 1902(e)(14) of the Act to allow that for applications submitted between November 1, 2013 and February 28, 2014, the District will enroll based on self-attestation, conduct post-enrollment verification and resolve inconsistencies within 90-120 days while providing benefits.

Citizenship and Immigration Status: Verification by way of either electronic or paper documentation is always required for citizenship and immigration status.

Household Composition: Absent any inconsistency, attestation of household composition will be accepted without further verification. Paper documentation will only be required for household composition when information is not reasonably compatible, meaning that: 1) two tax filers who are not filing jointly attest that they will claim the same individual as a dependent; or 2) two non-filers who do not live together claim that the same individual lives in their household. The District will not use any electronic data sources to verify household composition.

When paper documentation is required, it may take many forms depending on the individual and whether there is a conflict with another person's attestation. Acceptable types of documentation include: school or medical records, child care records, statements from non-relatives, leases, mail to or regarding the child or adult dependent, and religious or recreational activity records. For cases where two tax filers attest that they will claim the same person as a tax dependent, a Form 8332 or Form 2120 that applies to the tax year at issue will be conclusive evidence of who may claim that person.

Paper documentation will not be required in exceptional circumstances, such as: homelessness, domestic violence, and situations where the noncustodial parent refuses to release the necessary documents. These exceptions will be determined on a case-by-case basis.

Age: When the individual attests to an age that is inconsistent with the birth date shown by SSA and it would affect eligibility, paper documentation will be required. Acceptable forms of documentation include: birth certificate, driver's license, other government-issued photo ID containing date of birth, or any combination of official photo and non-photo ID and/or other documentation that identifies the individual and gives their date of birth (e.g., a copy of school or medical records containing date of birth along with a photo ID that connects the individual with those records).

Medicare: Attestation on Medicare status will be accepted without further verification unless it is inconsistent with the BENDEX file, which will be pinged upon initial application and renewal. If attestation is inconsistent with the BENDEX file, paper documentation will be required unless exceptional circumstances apply.

Section B1. Additional Comments

To determine and confirm income, the District will first ping the IRS to determine if the individual is below or above the applicable Medicaid income threshold. If the IRS ping places them below the threshold, they proceed directly to the next step. If the ping places them above the threshold, the individual will be asked to attest to their current monthly income before proceeding.

After the IRS ping the system will ping all local and federal data sources as described in Section B1 concurrently and break them down by type of income (e.g. earned income, disability benefits, family assistance, unemployment etc.). The individual will then be asked to confirm or deny the income amounts, using Yes/No questions of the following format: "We determined your income from [work/unemployment benefits] to be [X] dollars. Is this correct?" At the end of these questions, the individual will be asked if they have additional income to report. If they answer yes, or if they answered no to any of the Yes/No income questions, they will be sent to an additional page to report income. They will also be sent to this page if there is no income information on them available from federal or local data sources. The data from the IRS and Social Security Administration is not displayed to applicant.

On the income reporting page there will be five numerical fields for users to enter income under different categories alongside the data from the income data pings. Once this page is completed, the system will aggregate the all income data given by the applicant and data pings and present it to the individual as a monthly figure. The individual will then be asked if this is accurate. If yes, their attestation is accepted. If no, the individual will again be asked to attest to their total current monthly income. If the amount attested to is more than the total income amount obtained from data sources, or if it is less by no more than 10%, the attestation is accepted. If not, the individual will be required to provide paper documentation to confirm their income attestation.

We are only using IRS data to determine if an individual meets financial eligibility for the Medicaid or OHP pathway.

Section B2. Additional Comments

Residency : Persons 19 and Over - To verify residency, the District will check the following electronic data sources in this order: 1) the Automated Client Eligibility Determination (ACEES) system; 2) the Department of Employment Services; (quarterly wage and unemployment insurance) 3) the Department of Motor Vehicles.

Citizenship and Immigration Status: The District will use the federal data services hub to verify immigration status. For trafficking victims under age 18, the District will use the Office of Refugee Resettlement telephone line. Other applicants whose status cannot be verified through the federal data services hub will be required to submit paper documentation. Acceptable types of documentation for verification of citizenship will follow proposed regulations at 42 C.F.R. §435.407. The District will provide a 90-day period to provide satisfactory documentation for individuals whose citizenship or immigration status cannot be verified. If it is determined that an applicant is making a good faith effort to obtain the necessary documents, the individual may receive additional time. During this period, applicants may receive benefits.

Section C. Additional Comments

Attachment C



District of Columbia Access System

DCAS- CFSA Interface Requirements Document 05/27/2014

Document No.	
Description	Interface Requirements Document
Version	1.1

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Revision History

Revision	Description	Author	Date
1.0	Initial Version	Ajay Shukla	05/16/14
1.1	Revised with CFSA Template	Shailesh Pai, Ajay Shukla	06/02/14
1.2	Removed the term "Legal Status" and used "End Of Care". Added scenarios for adopted kids from different state, termination from foster care. Changed one assumption Incorporated Katheryne's recommended changes. Updated TANF requirements	Shailesh	06/06/14

This Business Requirement document is intended to be a starting point for defining the requirements of the interface between the CFSA and the DCAS "...A project is a temporary endeavor undertaken to create a unique product or service. Temporary means that every project has a definite beginning and a definite end. Unique means that the product or service is different in some distinguishing way from all other products or services.¹ Therefore, since all projects are unique, it is extremely likely that some sections in this document will prove unnecessary while new sections may be required.

Signatures

Requestor

Date

Unit/Section Chief

Date

¹ A Guide to the Project Management Body of Knowledge (PMBOK® Guide)- 2000 Edition, pg 4

1. General Information

1.1. Purpose of this Document

The purpose of a Business Requirements Document (BR) is to record and publish specific requirements for the DCAS project, so that each requirement can be reviewed, validated, prioritized, and approved. This document serves to define the full scope of the project. Anything not specifically mentioned in this document is outside the boundaries of the project.

Stakeholders for this project include: DHS, DHCF, CFSA and IPS.

1.2 Project Title

Project Title
Official Project Title: DCAS – Release 2.
Project Working Title: CFSA Interface

1.3 Points of Contact

	<i>Position / Role</i>	<i>Phone Number(s)</i>	<i>Email Address</i>
Deborah Carroll	DHS		deborah.carroll@dc.gov
Marina Havan	CIO (DCAS)		Marina.Havan@dc.gov
Brady Birdsong	CIO (CFSA)		brady.birdsong@dc.gov
Jolly Atkins	Business Analyst (CFSA)		Jolly.atkins@dc.gov
Ajay Shukla	Program Manager (DCAS)		ajay.shukla@dc.gov
Shailesh Pai	Senior Technology Architect (IPS)		shailesh.divakar@dc.gov
Katheryne Lawrence	Program Analyst (DHCF)		<u>katheryne.lawrence@dc.gov</u>
Racheal Plaskon	Program Analyst (DHCF)		<u>racheal.plaskon@dc.gov</u>
Danielle Lewis	DHCF		Danielle.lewis@dc.gov

1.4. Definitions

Foster Care	A Foster Care child (Non-IV-E) has support payments provided by a state (or DC city government level) Foster Care agency.
IV-E	A IV-E Foster Care child has support payments provided by the Federal IV-E agency (channeled through the local IV-E agency).
CFSA	The District's IV-E/Foster Care agency
FACES	Used interchangeably for CFSA's client management system and the data therein
DCAS	District Of Columbia Access System – The new "To-Be" online eligibility determination system

2. Work Request Summary

This request is to provide an interface for transmitting foster child's information to DCAS so that the child gets enrolled to an appropriate Medicaid program. The scope also involves transmitting appropriate data to DCAS whenever there are changes to the child's information and/or End Of Care of a child in Foster Care. TANF requirement of retrieving the benefit information from DCAS system will also be covered under this request.

3. Project Purpose

To build appropriate interfaces between CFSA and DCAS to exchange the data, related to foster care children.

3.1 Business Problem

There is need to minimize the manual effort for the CFSA and ESA personnel, which involves manually filling paper forms by CFSA and have them entered manually by ESA.

3.2 Project Business Objectives

Any child under the care and custody of CFSA needs to be enrolled to Medicaid. DCAS will be the new system where the child will be enrolled. The objective is

- To enable CFSA to send the enrollment data to DCAS electronically
- To enable CFSA to send electronically, any modification to child's information in CFSA, to DCAS.
- To enable CFSA to send electronically, if there is an End of Care of a child in Foster Care, to DCAS.
- To enable CFSA to send electronically renewal requests to DCAS.
- To enable CFSA to place request for card replacement

4 Project Description

Build interfaces between CFSA and DCAS to cater to various business scenarios identified below.

- a. When a child enters foster care, guardianship or an adoption assistance agreement; a social worker will enter the child's details and trigger the interface for enrolling the child to Medicaid in DCAS.
- b. Any changes to child's information made by social worker will trigger the interface to send the child's modified information in DCAS.

- c. End Of Care of a child in Foster Care will cause CFSA to trigger the interface to update the case in DCAS.
- d. Medicaid renewal requests.
- e. Medicaid card replacement.
- f. Request for benefit information (for TANF) from DCAS.

5 Assumptions and Constraints

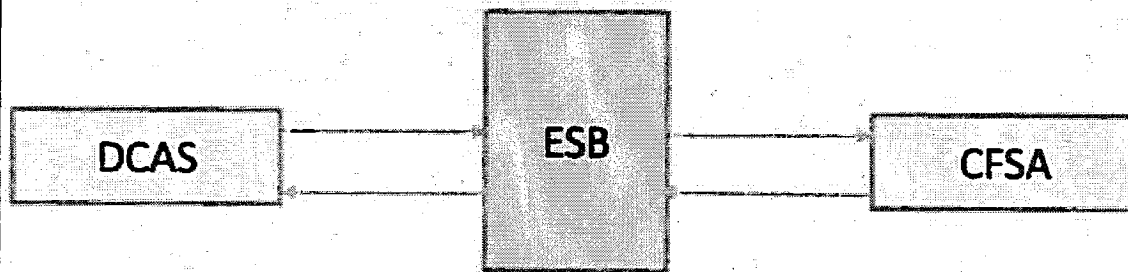
Assumptions:

- Currently, Entering of Form 30A in ACEDS triggers the Medicaid Eligibility process based on legal status of the child which is often based on court order.
- Form 30A is used as a one-way update of legal status for a CFSA Child
- CFSA is not the only agency which uses the Form 30A; it is also used for other programs
- Form 30B informs ESA that the youth is exiting out of foster care and needs to be enrolled in the Former Foster Care Youth Coverage group.
- Form 7000 informs ESA that there is no longer an active legal status record; legal status has been terminated
- DCAS will need to be able to handle "new" as well as "updated" records from FACES.
- DCAS will send back an appropriate Reference-Id number for

6 Interface Framework

- Web Services will be used to exchange the data real time, between CFSA and DCAS.
- Data will be exchanged securely over HTTPS.
- Appropriate firewalls will be used.

Refer Appendix C for a sample flow diagram.



7 Interface Requirement – Enrollment Information from CFSA to DCAS (Medicaid)

7.1 Real Time Interface To DCAS to send enrollment data from CFSA to DCAS

Req #	Requirement Definition	Priority
7.1-01	<p>When a shelter care or commitment court order is issued for a child to be sent to "shelter care",</p> <ul style="list-style-type: none"> CFSA staff action will trigger an enrollment transaction to DCAS (start of the process through the shelter care order). Once the data is received by DCAS a determination should be made if the child already is covered in DCAS under a different case. If the child information is found in DCAS, the child's program code should be administratively switched to the appropriate program code. DCAS should send back a Reference-Id (To-be determined, could be an Application-id or Case-Id) to CFSA which will be used by CFSA when sending any information of the child to DCAS in future. If no child data found in DCAS, DCAS should send back an error message to CFSA. 	
7.1-02	<p>CFSA staff will trigger an enrollment transaction to DCAS when the child comes back to foster care from juvenile justice. CFSA staff will trigger and enrollment transaction to DCAS when the child enters foster care as a dual jacket with Juvenile Justice.</p> <p>DCAS should send back an acknowledgement of the receipt of the data.</p>	
7.1-03	<p>CFSA staff will trigger an enrollment transaction to DCAS for children of ward. There are scenarios for this transaction.</p> <ul style="list-style-type: none"> The child information is already in DCAS including deemed newborns. <ul style="list-style-type: none"> In this case DCAS will switch the program code to the appropriate program code. The child information is not in DCAS. <ul style="list-style-type: none"> The child should be enrolled in the appropriate program code including if the child is a deemed newborn <p>For both scenarios DCAS should send back a Reference-Id (To-be determined, could be an Application-id or Case-Id) to CFSA which will be used by CFSA when sending any information of the child to DCAS in future</p>	
7.1-04	<p>CFSA staff will trigger an enrollment transaction to DCAS, for foster children, children in guardianship and children in adoption assistance agreements coming from another state.</p> <p>DCAS should send back a Reference-Id (To-be determined, could be an Application-id or Case-Id) to CFSA which will be used by CFSA when sending any information of the child to DCAS in future.</p>	
7.1-05	<p>CFSA staff will trigger an enrollment transaction to DCAS, for former foster care kids</p> <p>DCAS should send back a Reference-Id (To-be determined, could be an Application-id or Case-Id) to CFSA which will be used by CFSA when</p>	

	sending any information of the child to DCAS in future.	
7.1-06	CFSA staff will trigger an enrollment transaction to DCAS, for a child who is in an adoption assistance agreement. DCAS should send back a Reference-Id (To-be determined, could be an Application-Id or Case-Id) to CFSA which will be used by CFSA when sending any information of the child to DCAS in future.	
7.1-07	See Appendix A for proposed request/response data	

8 Interface Requirement–Update Information from CFSA to DCAS(Medicaid)

8.1 Real Time Interface To DCAS to send updated child information from CFSA to DCAS

Req #	Requirement Definition	Priority
8.1-01	CFSA staff will trigger an update transaction to DCAS if there is a change in DOB/ Name/ Sex/ Address/ Citizen/ SSN etc, of the child. DCAS should send back an acknowledgement of the receipt of the data	
8.1-02	CFSA staff will trigger an update transaction to DCAS if there is a change in placement state of the child. DCAS should send back an acknowledgement of the receipt of the data.	
8.1-04	See Appendix A for proposed request/response data	

9 Interface Requirement – End of Care of a Child in Foster Care -Exit from CFSA (Medicaid)

9.1 Real Time Interface To DCAS to send End Of Care update of a child from CFSA to DCAS

Req #	Requirement Definition	Priority
9.1-01	CFSA staff will trigger an update transaction to DCAS if the child exits Foster Care as a result of "Guardianship" DCAS should send back an acknowledgement of the receipt of the data	
9.1-02	CFSA staff will trigger an update transaction to DCAS if the child exits Foster Care as a result of "Adoption-Special Needs" DCAS should send back an acknowledgement of the receipt of the data	
9.1-03	If the child of a ward's parent has legal status changes to "Adoption-Special Needs" then the child of the ward needs to be terminated from the mother's program code. Notice should be sent.	

	DCAS should send back an acknowledgement of the receipt of the data	
9.1-04	CFSA staff will trigger an update transaction to DCAS if the child exits from Foster Care as result of child aging out or exiting at age 18 or older. This scenario is to provide Medicaid coverage for the youth under different program code. DCAS should send back an acknowledgement of the receipt of the data	
9.1-05	CFSA staff will trigger an update transaction to DCAS if the child (or child of a ward) exits from Foster Care. (There needs to be a legal status end date.) This scenario is to terminate the benefits. DCAS should send back an acknowledgement of the receipt of the data	
9.1-06	See Appendix A for proposed request/response data	

10 Interface Requirement – Renewal (Medicaid)

10.1 Real Time Interface To DCAS to renew child's Medicaid program

Req #	Requirement Definition	Priority
10.1-01	<ul style="list-style-type: none"> • For Renewal. <ul style="list-style-type: none"> ◦ DCAS should use the updated information sent by CFSA and in addition it should leverage the existing R1 interface to get the current status of the Foster Care child, before determining the renewal eligibility. 	

11 Interface Requirement – Get Benefit Information from DCAS (TANF)

11.1 Real Time Interface to extract benefit information from DCAS

Req #	Requirement Definition	Priority
11.1-01	<p>CFSA staff will trigger a request transaction to DCAS after shelter order or custody order.</p> <p>DCAS should send back response containing the details after it is able to successfully identify the client.</p> <p>Any additional data that cannot be transmitted back by DCAS due to security restriction, should be made available, with restricted access, for specific CFSA personnel, so that they can log-on to DCAS system to view the data.</p> <p>DCAS should send back a response containing an error message in case it is not able to locate the client.</p>	

11.1-02	See Appendix A for proposed file layout	
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12 Availability

N/A

13 Performance

N/A

14 Security Requirements

N/A

APPENDIX A

New Enrollment	
Request (After Court Order)	Response
Faces Client-id	Mismatched Fields (In case the child information not found)
Child's First Name	Reference-Id(To-be determined, could be an Application-id or Case-Id) Or an Error Message
Child's Last Name	
DOB	
SSN	
Medicaid Id	
Court Order Date	
Placement Date	
Legal Status	
Legal Status Date	
Citizenship/Immigration Status	
CFSA Address	
Father's Name	
Mother's Name	
Faces Case-Id	
Social Worker-Id	
Former DC Coverage	
SSI Indicator	
Placement State	

Guardianship	
Request	Response
Faces Client-Id	Acknowledgement or error message
Child's First Name	
Child's Last Name	
DOB	
SSN	
Medicaid Id	
Court Order Date	
Placement Date	
Legal Status	
Legal Status Date	
Citizenship/Immigration Status	
CFSA Address	
Father's Name	
Mother's Name	
Parent's Address	
Faces Case-Id	
Social Worker-Id	
Former DC Coverage	
DCAS Reference-Id	
Legal Person Name(Guardian)	
Placement State	

Adoption	
Request	Response
Faces Client-id	Acknowledgement or error message
Child's First Name	
Child's Last Name	
DOB	
SSN	
Medicaid Id	
Court Order Date	
Placement Date	
Legal Status	
Legal Status Date	
Citizenship/Immigration Status	
CFSA Address	
Father's Name	
Mother's Name	
Faces Case-id	
Social Worker-id	
Former DC Coverage	
Name of Adopted Father	
Name of Adopted Mother	
Address Of Adopted Parents	

Children Of Wards With or Without their Information in ACEDS	
Request	Response
Faces Client-Id	Reference-Id(To-be determined, could be an Application-id or Case-Id)
Child's First Name	Or an error message
Child's Last Name	
DOB	
SSN	
Medicaid Id	
Court Order Date	
Placement Date	
Legal Status	
Legal Status Date	
Citizenship/Immigration Status	
CFSA Address	
Father's Name	
Mother's Name	
Faces Case-Id	
Social Worker-Id	
Former DC Coverage	
Placement State	

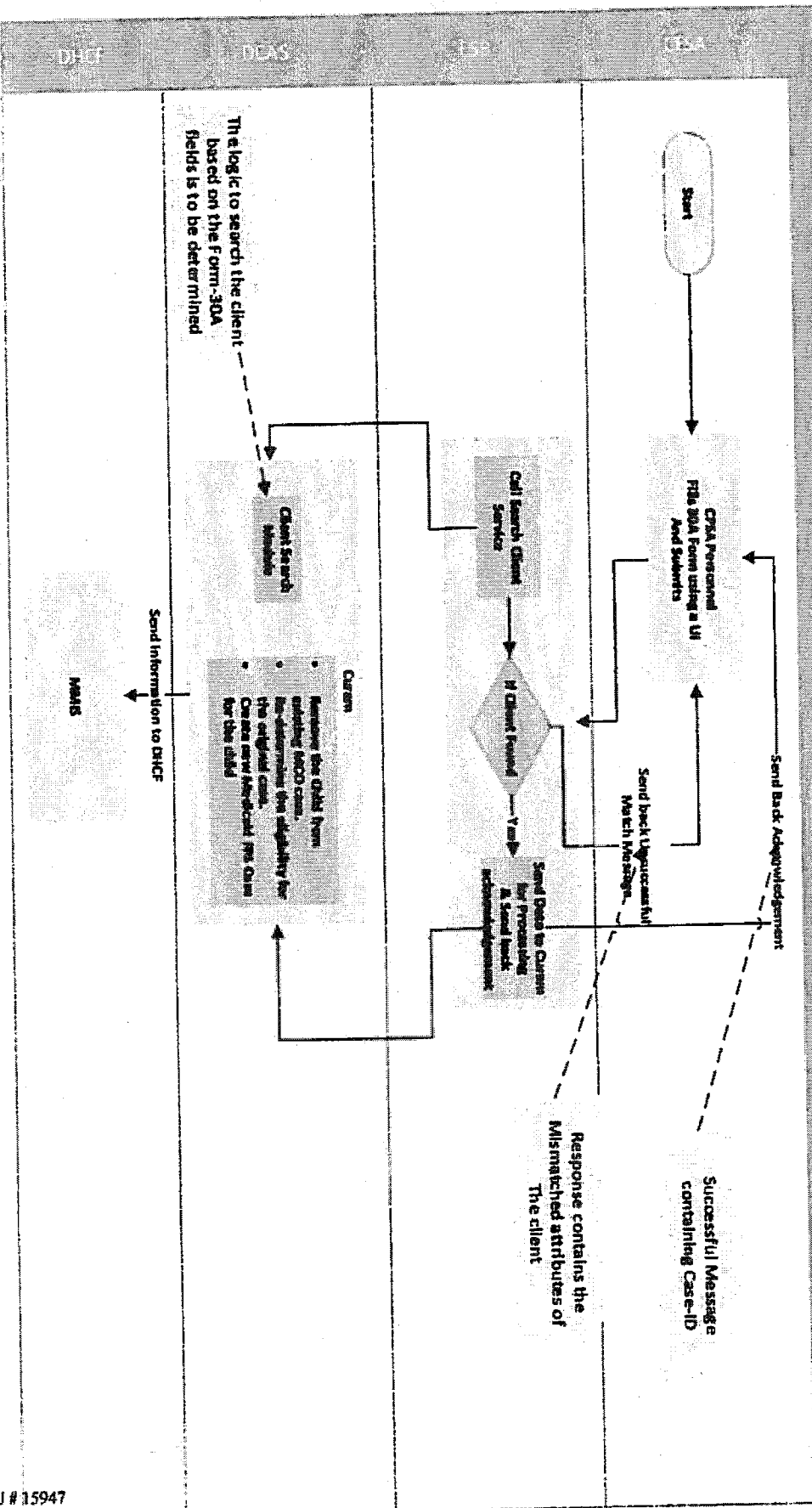
TANF	
Request	Response
1 I-RECORD	1 O-RECORD
2 I-CLIENT-SURNAME	2 O-CLIENT-NUMBER
2 I-CLIENT-GIVEN-NAME	2 O-CASE-NUMBER
2 I-CLIENT-MIDDLE-NAME	2 O-FACES-ID
2 I-CLIENT-SUFFIX	2 O-CLIENT-SURNAME
2 I-CLIENT-SSN	2 O-CLIENT-GIVEN-NAME
2 I-DATE-OF-BIRTH	2 O-CLIENT-MIDDLE-NAME
2 I-MOMS-DATE-OF-BIRTH	2 O-CLIENT-SUFFIX
2 I-FACES-ID	2 O-CLIENT-SSN
2 I-CASE-OPEN-DATE	2 O-DATE-OF-BIRTH
2 I-CHILD-INDICATOR	2 O-MEDICAID
2 I-FACES-CASE-ID	2 O-SSI-PAYMENT-AMOUNT
	2 O-SSI-PART-CODE
	2 O-SSI-APPROVAL-DATE
	2 O-AF-BENEFITS
	2 O-NAME-SSN-IND
	2 O-EDIT-TRACE
	2 O-FACES-ID
	2 O-CLIENT-SURNAME
	2 O-CLIENT-GIVEN-NAME
	2 O-CLIENT-MIDDLE-NAME
	2 O-CLIENT-SUFFIX

	2 O-CLIENT-SSN
	2 O-DATE-OF-BIRTH
	2 O-MEDICAID
	2 O-SSI-PAYMENT-AMOUNT
	2 O-SSI-PART-CODE
	2 O-SSI-APPROVAL-DATE
	2 O-AF-BENEFITS
	2 O-NAME-SSN-IND
	2 O-EDIT-TRACE
	2 O-INV-START-DATE
	2 O-INV-END-DATE

Modified Data	New Data	Data may or may not get Modified	May or may not be there	Needs Discussion	Not Needed
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APPENDIX B – Sample Work flow

CFSA Case Worker Submits 30A Form



Attachment D

*Att. D	Field Not Required	Optional Field	Required/Mandatory
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Requirement 8.1-01,8.1-02:
For updating the child's information(DCAS Reference Id and Transaction_Type is mandatory to identify which child record needs to be updated)

S.No	CFSA Request Elements	Expected DCAS Response
1	Faces Client-Id	Acknowledgement or Error message
2	DCAS Case Id	
3	Child's First Name	
4	Child's Last Name	
5	DOB	
6	SSN	
7	Gender	
8	Medicaid Id	
9	Court Order	
10	Court Order Date	
11	Legal Status	
12	Marital Status	
13	Citizenship	
14	Country Of Birth	
15	CFSA Address	
16	Father's Name	
17	Mother's Name	
18	Faces Case-Id	
19	Social Worker-Id	
20	Former DC Coverage	
21	SSI Indicator	
22	Transaction_Type	
23	Placement State	
24	Child's First Name(Old Name)	
25	Child's Last Name(Old Name)	

*	Field Not Required	Optional Field	Required/Mandatory
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Field Not Required		Optional Field
Requirement 9.1-05:For updating when the child exits from Foster Care as a result of re-unification(This is a disenrollment Transaction)		
S.No	CFSA Request Elements	Expected DCAS Response
1	Faces Client-Id	Acknowledgement or Error message
2	DCAS Case-Id	
3	Child's First Name	
4	Child's Last Name	
5	DOB	
6	SSN	
7	Gender	
8	Medicaid Id	
9	Court Order	
10	Court Order Date	
11	Legal Status	
12	Marital Status	
13	Citizenship	
14	Country of Birth	
15	Client Resident Address	
16	Father's Name	
17	Mother's Name	
18	Faces Case-Id	
19	Social Worker Id	
20	Former DC Coverage	
21	SSI Indicator	
22	Transaction_Type	
23	Placement State	
24	Child's First Name(Old Name)	
25	Child's Last Name(Old Name)	

Field Not Required	Optional Field
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Requirement 11.1-01:For retrieving the benefit details from DCAS after shelter order o		
S.No	CFSA Request Elements	Expected DCAS Response
2	I-CLIENT-SURNAME	CLIENT-NUMBER
3	I-CLIENT-GIVEN-NAME	CASE-NUMBER
4	I-CLIENT-MIDDLE-NAME	FACES-ID
5	I-CLIENT-SUFFIX	CLIENT-SURNAME
6	I-CLIENT-SSN	CLIENT-GIVEN-NAME
7	I-DATE-OF-BIRTH	CLIENT-LAST-NAME
8	I-MOMS-DATE-OF-BIRTH	CLIENT-SUFFIX
9	I-FACES-ID	CLIENT-SSN
10	I-CASE-OPEN-DATE	DATE-OF-BIRTH
11	I-CHILD-INDICATOR	MEDICAID-ELIGIBILITY-DATE-1
12	I-FACES-CASE-ID	MEDICAID-INELIGIBILITY-DATE-1
13		PROGRAM-CODE-1
14		MEDICAID-ELIGIBILITY-DATE-2
15		MEDICAID-INELIGIBILITY-DATE-2
16		PROGRAM-CODE-2
17		MEDICAID-ELIGIBILITY-DATE-3
18		MEDICAID-INELIGIBILITY-DATE-3
19		PROGRAM-CODE-3
20		MEDICAID-ELIGIBILITY-DATE-4
21		MEDICAID-INELIGIBILITY-DATE-4
22		PROGRAM-CODE-4
23		MEDICAID-ELIGIBILITY-DATE-5
24		MEDICAID-INELIGIBILITY-DATE-5
25		PROGRAM-CODE-5
26		MEDICAID-ELIGIBILITY-DATE-6
27		MEDICAID-INELIGIBILITY-DATE-6
28		PROGRAM-CODE-6
29		MEDICAID-ELIGIBILITY-DATE-7
30		MEDICAID-INELIGIBILITY-DATE-7
31		PROGRAM-CODE-7
32		MEDICAID-ELIGIBILITY-DATE-8
33		MEDICAID-INELIGIBILITY-DATE-8
34		PROGRAM-CODE-8
35		SSI-PAYMENT-AMOUNT
36		SSI-PART-CODE
37		SSI-APPR-DATE
38		REG-MONTHLY-AMT1
39		REG-EARNED-INCOM1
40		REG-UNEARNED-INCOM1
41		HOUSEHOLD-SIZE
42		DEPENDENTS-1
43		INCOME-MONTH1

44	REG-MONTHLY-AMT2
45	REG-EARNED-INCOM2
46	REG-UNEARNED-INCOM2
47	HOUSEHOLD-SIZE
48	DEPENDENTS-2
49	INCOME-MONTH2
50	REG-MONTHLY-AMT3
51	REG-EARNED-INCOM3
52	REG-UNEARNED-INCOM3
53	HOUSEHOLD-SIZE
54	DEPENDENTS-3
55	INCOME-MONTH3
56	REG-MONTHLY-AMT4
57	REG-EARNED-INCOM4
58	REG-UNEARNED-INCOM4
59	HOUSEHOLD-SIZE
60	DEPENDENTS-4
61	INCOME-MONTH4
62	REG-MONTHLY-AMT5
63	REG-EARNED-INCOM5
64	REG-UNEARNED-INCOM5
65	HOUSEHOLD-SIZE
66	DEPENDENTS-5
67	INCOME-MONTH5
68	REG-MONTHLY-AMT6
69	REG-EARNED-INCOM6
70	REG-UNEARNED-INCOM6
71	HOUSEHOLD-SIZE
72	DEPENDENTS-6
73	INCOME-MONTH6
74	REG-MONTHLY-AMT7
75	REG-EARNED-INCOM7
76	REG-UNEARNED-INCOM7
77	HOUSEHOLD-SIZE
78	DEPENDENTS-7
79	INCOME-MONTH7
80	MATCH-TYP
81	ACCEPT-SW
82	ACEDS-CODE
83	SPACER

Attachment E

Medicaid

CFSA Interface to DCAS (Medicaid)

Faces Client-Id

Child's First Name

Child's Last Name

DOB

SSN

Medicaid Id

Court Order

Court Order Date

Placement Date

Legal Status

Legal Status Date

Citizenship

CFSA Address

Father's Name

Mother's Name

Faces Case-Id

Social Worker-Id

Former DC Coverage

SSI Indicator

Transaction_Type

Status

Confirm

TANF

CFSA Interface to DCAS (TANF)

FACES CLIENT

CLIENT-SURNAME

CLIENT-GIVEN-NAME

CLIENT-MIDDLE-NAME

CLIENT-SUFFIX

CLIENT-SSN

DATE-OF-BIRTH

CHILD-INDICATOR

MOMS-DATE-OF-BIRTH

FACES-CASE-ID

CASE-OPEN-DATE

Status

Submit

DC CHILD AND FAMILY SERVICES AGENCY ACTIVE MOU/MOA LISTING FOR FY18

	RECORD YEAR	AGREEMENT TYPE	AGENCIES	DESCRIPTION	BUYER/SELLER	AMOUNT	EXPIRATION
1	2015	MOA	HEALTHY FAMILIES/THRIVING COMMUNITIES	AGREEMENT TO SUPPORT THE FATHERHOOD EDUCATION, EMPOWERMENT AND DEVELOPMENT PROGRAM (FEED)	N/A	N/A	DOES NOT EXPIRE
2	2015	MOA	DEPARTMENT OF DISABILITY SERVICES (DDS)	DATA SHARING	N/A	N/A	DOES NOT EXPIRE
3	2015	MOA	DEPARTMENT OF DISABILITY SERVICES (DDS)	CASE PLANNING AND COORDINATION FOR TRANSITION YOUTH FROM DDS TO CFSA	N/A	N/A	DOES NOT EXPIRE
4	2015	MOA	OFFICE OF THE STATE SUPERINTENDANT FOR EDUCATION (OSSE), DISTRICT OF COLUMBIA PUBLIC SCHOOLS (DCPS)	SPECIALIZED EDUCATION SERVICES FOR CHILDREN AND YOUTH PLACED IN OUT OF STATE PLACEMENTS	N/A	N/A	DOES NOT EXPIRE
5	2015	MOA	OFFICE OF THE STATE SUPERINTENDANT FOR EDUCATION (OSSE), PRINCE GEORGE'S COUNTY	DATA SHARING FOR FOSTER CHILDREN ENROLLED IN P.G.C. SCHOOLS	N/A	N/A	DOES NOT EXPIRE
6	2015	MOA	METROPOLITAN POLICE DEPARTMENT (MPD)	CHILD SEXUAL ABUSE INVESTIGATIONS	N/A	N/A	DOES NOT EXPIRE
7	2015	MOA	METROPOLITAN POLICE DEPARTMENT (MPD)	MULTI-DISCIPLINARY APPROACH TO CHILD MALTREATMENT INVESTIGATIONS	N/A	N/A	DOES NOT EXPIRE
8	2015	MOA	DISTRICT OF COLUMBIA PUBLIC SCHOOLS (DCPS)	ACCESS TO STARS	N/A	N/A	DOES NOT EXPIRE
9	2015	MOA	DEPARTMENT OF HEALTH (DOH), ADDICTION PREVENTION RECOVERY ADMINISTRATION (APRA)	COORDINATION OF REFERRAL INFORMATION TO APRA	N/A	N/A	DOES NOT EXPIRE
10	2015	MOU	OFFICE OF THE ATTORNEY GENERAL (OAG)	COOPERATION AND COORDINATION TO SEEK REIMBURSEMENT UNDER TITLE IV-E (FEDERAL FUNDING) ON NEGLECT CASES HANDLED BY ATTORNEYS WITH OAG	N/A	VARIES	DOES NOT EXPIRE
11	2015	MOU	PRE-TRIAL SERVICES AGENCY (PSA)	DRUG TESTING SERVICES	BUYER	VARIES	DOES NOT EXPIRE
12	2016	MOA	DEPARTMENT OF HUMAN SERVICES (DHS), OFFICE OF THE CHIEF TECHNOLOGY OFFICER (CTO)	DATA SHARING	SELLER	\$ -	EXPIRES FY2026
13	2016	MOU	AMERICAN PUBLIC SERVICES ASSOCIATION (APSA)	COORDINATION TO IMPLEMENT THE NATIONAL ELECTRONIC INTERSTATE COMPACT ENTERPRISE (NEICE)	BUYER	\$ -	DOES NOT EXPIRE

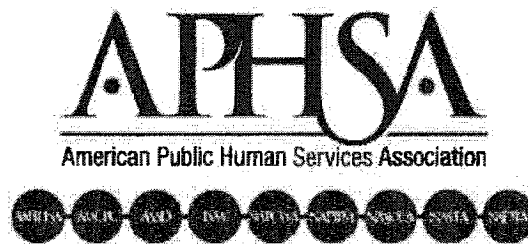
DC CHILD AND FAMILY SERVICES AGENCY ACTIVE MOU/MOA LISTING FOR FY18

27	2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	WRAPAROUND SERVICES	N/A	\$ 300,000	9/30/2018
28	2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	STAFFING FOR THE CFSA TRAUMA GRANT AND DBH SOC IMPLEMENTATION GRANT	SELLER	\$ 117,248	9/30/2018
29	2018	MOU	OFFICE OF THE CHIEF TECHNOLOGY OFFICER (OCTO)	DCNET VOICE AND DATA	BUYER	\$ 368,383	9/30/2018
30	2018	MOA	DEPARTMENT OF HEALTHCARE FINANCE (DHCF)	DATA SHARING AGREEMENT	NA	NA	9/30/2021
31	2018	MOU	DC DEPARTMENT OF HUMAN RESOURCES (DCHR)	DCHR WILL PROVIDE CFSA WITH SUITABILITY RELATED SERVICES FOR ITS CANDIDATES, EMPLOYEES, AND VOLUNTEERS WHO ARE SUBJECT TO ENHANCED SUITABILITY SCREENINGS	BUYER	\$ 38,819	9/30/2018
32	2018	MOU	DEPARTMENT OF FOR-HIRE VEHICLES (DFHV)	SCHOOL TRANSPORTATION FOR CFSA CHILDREN	BUYER	\$ 500,000	9/30/2018
33	2018	MOU	DC HOUSING AUTHORITY (DCHA)	RAPID HOUSING PROGRAM	BUYER	\$ 756,000	9/30/2018
34	2018	MOU	DEPARTMENT OF DISABILITY SERVICES (DDS)	CARE OF SJ AND AS	BUYER	\$ 186,599	9/30/2018
35	2018	MOA	THURGOOD MARSHALL ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
36	2018	MOA	APPLETREE EARLY LEARNING PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
37	2018	MOA	LAYC CAREER ACADEMY	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
38	2018	MOA	WASHINGTON LEADERSHIP ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
39	2018	MOA	CEDAR TREE ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
40	2018	MOA	EAGLE ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
41	2018	MOA	KINGSMAN ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
42	2018	MOA	THE NEXT STEP PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
43	2018	MOA	HOPE COMMUNITY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
44	2018	MOA	SELA PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE

DC CHILD AND FAMILY SERVICES AGENCY IN-PROGRESS MOU/MOA LISTING FY18

RECORD YEAR	AGREEMENT TYPE	AGENCIES	DESCRIPTION	BUYER/SELLER	AMOUNT	EXPIRATION
2018	MOU	DEPARTMENT OF HEALTH (DOH)	PROVIDING VITAL RECORDS TO CFSA	BUYER	\$ 20,000	9/30/2018
2018	MOU	DEPARTMENT OF GENERAL SERVICES (DGS)	SECURITY AT WAYNE PLACE	BUYER	\$ 432,846	9/30/2018
2018	MOU	DEPARTMENT OF HUMAN SERVICES (DHS)	UNACCOMPANIED REFUGEE MINOR PROGRAM	SELLER	XXXXXXXXXX	9/30/2018
2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	TRAUMA EVALUATION SERVICES	BUYER	\$ 70,000	9/30/2018
2018	MOU	METROPOLITAN POLICE DEPARTMENT (MPD)	BACKGROUND CHECKS FOR CAREGIVERS	BUYER	\$ 25,875	9/30/2018

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March 28, 2016

**Memorandum of Understanding
between
APHSA and the District of Columbia
for
National Electronic Interstate Compact Enterprise**

This Memorandum of Understanding ("MOU") is made and entered into by and between the undersigned (hereinafter referred to collectively as "the Parties") as of the Effective Date.

WITNESSETH:

WHEREAS, the purpose of this MOU is to establish a framework for agreement between the **District of Columbia ("Participant")**, with a principal place of business at D.C. Interstate Compact on the Placement of Children (ICPC), Placement Services Administration, Child and Family Services Agency, 200 - I Street, S.E. Washington, D.C. 20003 and the **American Public Human Services Association ("APHSA")**, acting with and through its affiliate, the **Association of Administrators of the Interstate Compact on the Placement of Children ("AAICPC")**, with offices located at 1133 Nineteenth St., N.W., Suite 400 Washington, D.C. 20036 to collaborate on the implementation of the national electronic web-based system for administration of the Interstate Compact on the Placement of Children ("ICPC"), hereafter referred to as the **National Electronic Interstate Compact Enterprise ("NEICE")**;

WHEREAS, APHSA was awarded a Cooperative Agreement as a result of a proposal submitted to the Administration of Children and Families, Children's Bureau (the "Children's Bureau"). As the primary contractor working collaboratively with the Children's Bureau, APHSA enters into this agreement with the Participant to implement, through a national web-based system, the real-time electronic exchange of case files between and among the 52 states and jurisdictions that are members of the AAICPC;

WHEREAS, the purpose of the NEICE is to streamline the ICPC administrative process to achieve improved and less costly service delivery. The NEICE consists of two components (hereinafter collectively referred to as the "NEICE System"). The first component is the NEICE Case Management System ("CMS"), which is designed to collect, track and report uniform interstate data, exchange case files between states in real time, and provide timely communications and placement decisions regarding interstate placements. The second component is the NEICE Clearinghouse ("Clearinghouse"), which is designed to allow states to process ICPC cases from their state child welfare information system, and transmit the documents, in conformance with the National Information Exchange Model ("NIEM") standards, to other states via the NEICE Clearinghouse web-based service. In addition, the deployment of the NEICE System will support best practices and provide cost savings for Participant by reducing postal charges and other paper-based expenses when making an interstate placement of children;

WHEREAS, APHSA and District of Columbia, both desire to set forth their understanding about the duties and responsibilities concerning the implementation and operation of the NEICE System;

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the Parties hereby mutually agree as follows:

1. **Definitions.** For the purposes of this MOU, the following terms shall have the meaning ascribed to them below. All defined terms are capitalized throughout this MOU.
 - a. **Applicable Law** shall mean all applicable federal and state laws and regulations, including the ICPC.
 - b. **Breach** shall mean all known incidents that threaten the security of the Participant's data or databases and data communications resulting in exposure of data protected by federal or state laws, or other incidents compromising the security of the Participant's information technology systems with the potential to cause major disruption to normal ICPC activities.
 - c. **Data** shall mean all information, including documents, collected or exchanged in accordance with the requirements of the ICPC.
 - d. **Data Transmittal** shall mean an electronic exchange of Data via the NEICE system between Participants and/or APHSA, or grant of access to Data, using agreed upon privacy and security Specifications.
 - e. **Effective Date** shall mean the date of execution of this MOU, as recorded by APHSA.
 - f. **NEICE User Group** shall mean all Participants and Users that have agreed to the terms of the MOU.
 - g. **Participant** shall mean any state or jurisdiction of the ICPC that is a signatory to this MOU.
 - h. **Participant Access and Disclosure Policies** shall mean those policies and procedures of a Participant that govern a User's ability to access, exchange, and transmit Data using the Participant's System or NEICE, including privacy and security policies.
 - i. **Participant System** shall mean the software, portal, platform, or other electronic medium controlled by a Participant through which the Participant conducts its Data Transmittal related activities. For purposes of this definition, it shall not matter whether the Participant controls the software, portal, platform, or medium through ownership, lease, license, or otherwise.
 - j. **Specifications** shall mean the Specifications established by Applicable Law or adopted by the AAICPC that prescribe the Data content, technical, and security requirements needed to enable the Participants to perform Data Transmittal. Specifications may include, but are not limited to, specific standards, services, and policies applicable to Data Transmittal pursuant to this MOU,

National Information Exchange Model ("NIEM") standards, the National Human Services Interoperability Architecture ("NHSIA"), and the State Automated Child Welfare Information System ("SACWIS")/ Child Welfare Systems. (The Specification requirements are attached hereto as Appendix 1.) This MOU shall not be deemed to supersede any differing obligations of the Participant to comply with Specifications promulgated or established by the Participant's state or jurisdiction.

- k. **User** shall mean any person, including a private adoption attorney and a private adoption agency, who has been authorized to conduct Data Transmittal through the respective Participant's System in accordance with the Participant's Access and Disclosure Policies and Applicable Law.

2. Expectations of APHSA. APHSA shall:

- a. Enter into a similar MOU concerning the implementation and operation of the NEICE with other ICPC member states and jurisdictions that will send cases to and receive cases from the Participant electronically via the NEICE System.
- b. Hold all NEICE System Participants to the same roles and responsibilities for technical, administrative, and operational implementation.
- c. Support Participant and other ICPC member states and jurisdictions, to implement the NEICE System by:
 - i. Conducting an annual assessment and analysis of the training and technical assistance needs of the Participant to implement the NEICE System.
 - ii. Providing the training and technical assistance required to permit Participant to effectively onboard to the NEICE System.
- d. Review with its technical development vendor, that the Data contained in NEICE and the NEICE System meet federal standards for security and protection. Specifically, the NEICE System will meet the Health Insurance Portability and Accountability Act ("HIPAA") privacy and security requirements, FIPS Standards for Security Categorization of Federal Information and Information Systems and other applicable requirements and standards of the Federal Risk and Authorization Management Program ("FedRAMP").
- e. Access and report on the Participant Data in NEICE to analyze for NEICE System improvements and evaluate system effectiveness and efficiency, and to improve the processing of ICPC cases across member states and jurisdictions. Other purposes will be recommended, assessed, and agreed to by the Executive Committee of the AAICPC on an ongoing basis.
- i. APHSA may also access and provide reports on the information at the request of the federal government or judicial authority in the unlikely event of investigations.
- f. Prepare and submit to the Children's Bureau, in a timely manner, all required interim, annual and final reports to the Children's Bureau to meet grant responsibilities in the required formats.

- g. Provide a process for reporting, monitoring, and implementing a corrective action should a Breach occur within the NEICE system.
- h. Facilitate with the AAICPC Executive Committee an appropriate governance structure and process to manage and administer the NEICE System, including procedures for Participant suspension, termination, and reinstatement; or changes in Participant administrator.
- i. Adopt an appropriate data lifecycle management approach to include the following: process for reporting and remediation of system outage/problems (aka defects); process for receiving, recording, prioritizing and implementing suggested system enhancements (aka change management); process for notifying users of system outages (scheduled and unscheduled); process for identifying data retention requirements, including the deletion and/or archiving of appropriate data; adoption procedures/policies to ensure uniform application of these process.

3. Expectations of District of Columbia. District shall:

- a. Comply with all Data requirements of the ICPC.
- b. As needed and necessary, adapt current systems/processes for handling ICPC cases and in order to connect Data in NEICE to existing child welfare systems (SACWIS or other).
- c. Use the NEICE System to disclose and exchange Data and materials required for the interstate placement of children as defined by the ICPC in a timely and responsive manner with all other ICPC jurisdictions.
- d. Ensure that Data and materials exchanged (sent or received) with non-NEICE System jurisdictions, as required by the ICPC for the interstate placement of children, are entered or uploaded into the NEICE System to enable comparative analysis.
- e. Ensure that all required Data fields are completed as indicated in the NEICE User Manual.
- f. Cooperate with the Children's Bureau's on-going project evaluation over the three year grant period, including but not limited to, meeting with project evaluators, providing statistical data, and answering questions.
- g. Work cooperatively with all NEICE System Participants, APHSA and its sub-contractors and the Children's Bureau, in ensuring that the NEICE System has access to Participant's IT and child welfare professionals with decision making authority and/or technical expertise, and any other personnel instrumental to the full and complete implementation of NEICE in Participant's state or jurisdiction.
- h. Agree to the NEICE Data Retention Policy (attached as Appendix 2) developed cooperatively among APHSA, members of the AAICPC, and the technical vendor. Participants retain ownership of

the Data and materials shared via the NEICE System, and are responsible for maintaining records according to Applicable Law, as outlined in the NEICE Data Retention Policy.

i. Ensure that reproduction of any materials developed within the NEICE System carry the same marking as that which appears on the original and is subject to the same standard of authenticity, confidentiality, and security.

j. Participate in communication and dissemination of the project's progress with the understanding that all written communication and dissemination of products must be approved by APHSA in advance because APHSA must obtain the prior approval from the Children's Bureau.

j. Whenever a Participant performs a Data Transmittal to another Participant or User, the transmitting Participant shall comply with Applicable Law, this MOU, the applicable Participant Access and Disclosure Policies (attached as Appendix 3), and the applicable Specifications. If Applicable Law requires an authorization for the Data exchange from the Data subject or his or her personal representative, the requesting Participant shall provide an authorization that meets all requirements of Applicable Law.

4. Operating Policies and Procedures.

For the mutual benefit of both Parties and other Participants that APHSA has entered into similar agreement, both Parties shall:

a. Participate in the on-going evaluation of the NEICE System's effectiveness and provide input, to include any necessary technical services, into revising and improving both the NEICE System and the Participant System.

b. Consider all Data and materials exchanged proprietary and confidential in accordance with the ICPC protocols and secured in accordance with the Specifications set for Data Transmittal (attached as Appendix 1).

c. Provide any assistance to the technical vendor of APHSA in implementing any local interfaces from the NIECE System to the Participant's existing child welfare system. This assistance would include the export of Data from the child welfare system and the receipt of Data published from the NIECE System to the existing child welfare system, if applicable. This assistance would also include support from Participant's local technical staff responsible for the existing child welfare system.

d. Meet and work cooperatively as required/requested with the NEICE Federal Project Officers and other representatives of the Children's Bureau, other Participants, and APHSA and its subcontractors to discuss the NEICE in the context of the current environment for the duration of the current grant period.

- e. Recognize that there may be a need to modify the state's automated child welfare information system (SACWIS or other) to ensure the bidirectional functions so Data and materials can be extracted and imported so as to avoid redundant entry and achieve other potential ICPC benefits.
- f. Participate in the NEICE User Group to inform the development of learning opportunities that will enhance Data literacy and provide guidance on NEICE and NEICE System improvements related to Data authenticity, access, validity, reliability, retention, and transmittal.
- g. Attend, participate and present at in-person and conference call meetings of the NEICE System (calls that will be scheduled as needed).
- h. Attend, participate in and present at virtual sessions conducted over the web for the collection and dissemination of information, as well as training sessions as needed.
- i. Ensure ongoing Data Transmittal security compliance with the NIEM standards and the NHSIA, as well as the SACWIS/ Child Welfare Systems.
- j. NOT export directly or indirectly, any technical software or hardware acquired from the other Party or other NEICE System Participants, or any products utilizing any such software or hardware to any entity without the express written agreement of both Parties and/or other impacted Participants and the federal government.
- k. NOT assign its rights or obligations under this MOU, including a successor- in-interest, without the prior written consent of the other Party.

5. Data Use Governance.

- a. Use of Data. Participants shall only transmit and retain Data in accordance with Applicable Law. Each Participant shall require that its Users comply with this Section.
- b. Access Policies. Each Participant agrees to have Participant Access and Disclosure Policies (described in Appendix 3.). Each Participant acknowledges that Participant Access and Disclosure Policies will differ among them as a result of differing Applicable Law and business practices. Each Participant agrees to be responsible for determining whether and how to perform Data Transmittal based on the application of its Participant Access and Disclosure Policies to the Data and ICPC materials. Each Participant shall comply with Applicable Law, this MOU, and all applicable security Specifications in performing Data Transmittal.
- c. Accuracy of Data. In performing Data Transmittal, each Participant hereby represents that at the time of transmittal, the Data it provides is (a) an accurate representation of the Data contained in, or available through its Participant System, (b) sent from a Participant System that employs security controls that meet the Specifications so that the Data are intended to be free from malicious software.

d. **Agreements with Users.** Each Participant shall have established agreements with each of its Users that require the User to, at a minimum: (i) comply with all Applicable Law; (ii) reasonably cooperate with the Participant on issues related to this MOU; (iii) perform Data Transmittal only for an ICPC permitted purpose; (iv) use Data received from another Participant or User in accordance with the terms and conditions of this MOU; (v) within 24 hours after determining that a Breach occurred, User will report such Breach to the Participant who in turn will report to APHSA; and (vi) refrain from disclosing to any other person any passwords or other security measures issued to the User by the Participant.

e. **Agreements with Vendors.** To the extent that a Participant uses vendors in connection with the Data Transmittal, each Participant affirms that it has established agreements with each of its vendors, including **Information Technology Service Providers** ("ITSPs"), that require the vendor to, at a minimum: (i) comply with Applicable Law; (ii) protect the privacy and security of any Data to which it has access; (iii) as soon as reasonably practicable after determining that a Breach occurred, report such Breach to the Participant; and (iv) reasonably cooperate with the other NEICE System Participants on issues related to this MOU.

6. Privacy and Security.

a. **Hold in Confidence.** Each Participant agrees to hold all personally identifying Data and ICPC materials in confidence and agrees that it shall not, during the term or after the termination of this MOU, re-disclose the Data and ICPC materials to any person or entity, nor use for its own business or benefit, any such Data obtained by it in connection with this MOU, unless such use or re-disclosure is permitted by the terms of this MOU or permitted or required by Applicable Law.

b. **Applicability of Privacy and Security Regulations.** To maintain the privacy, confidentiality, and security of Data, each Participant shall comply with Applicable Law, Applicable Participant Access and Disclosure Policies, the Specifications, and this MOU.

c. **Breach Notification.** Participant shall report to the APHSA contact person designated in this MOU all known incidents that threaten the security of the Participant Systems and Data communications resulting in exposure of Data protected by federal or state laws, or other incidents compromising the security of the Participant's information technology systems with the potential to cause major disruption to normal activities. Such reports shall be made to the APHSA contact person designated in the MOU within 24 hours from when the Participant discovered or should have discovered the occurrence. Participants shall also comply with any Applicable Law regarding Breaches.

d. **Enterprise Security.** Each Participant agrees to be responsible for maintaining a secure environment compliant with the Specifications and other Applicable Law that supports the Data Transmittal in compliance with the Specifications. Participant shall use appropriate safeguards to prevent use or disclosure of Data other than as permitted by Applicable Law and this MOU,, including appropriate administrative, physical, and technical safeguards that protect the confidentiality, integrity, and availability of that Data. Appropriate safeguards shall be those required by Applicable Law related to Data security. Before the Effective Date, each Participant agrees to, as

appropriate under Applicable Law, follow the Participant Access and Disclosure Policies, as appropriate under Applicable Law.

e. **Equipment and Software.** In accordance with Applicable Law, each Participant shall be responsible for procuring, and assuring that its Users have or have access to, all equipment and software necessary for Data Transmittal. Each Participant shall ensure that all computers and electronic devices owned or leased by the Participant used for Data Transmittal are properly configured, including, but not limited to, the operating system, web server, and Internet connectivity.

g. **Auditing.** Each Participant shall, through its agents, employees, and independent contractors, have the ability to monitor and audit all access to and use of the NEICE System related to this MOU, for ICPC administration, security, and other legitimate purposes. Each Participant shall perform those auditing activities required by the Specifications.

h. **General Compliance.** Each Participant shall comply with all of the Specifications under this MOU, and identified hereto as Appendix 1, unless compliance would be a violation of Applicable Law.

7. Liability.

a. **Reliance on a System.** Each Participant acknowledges and agrees that: (i) the Data provided by, or through, the NEICE System is drawn from numerous sources, (ii) the Data is specific to the point in time when drawn, and (iii) it can only confirm that, at the time of the Data Transmittal the Data are an accurate representation of Data contained in, or available through, its Participation System. Nothing in this MOU shall be deemed to impose responsibility or liability on a Participant related to the clinical accuracy, content or completeness of any Data provided pursuant to this MOU. The Participants acknowledge that other Participant's MOU may be suspended or terminated at any time; therefore, Participants may not rely upon the availability of a particular Participant's Data.

b. **Carrier lines.** All Parties acknowledge that Data Transmittal between themselves is to be provided over various facilities and communications lines, and Data shall be transmitted over local exchange and Internet backbone carrier lines and through routers, switches, and other devices (collectively, "carrier lines") owned, maintained, and serviced by third-party carriers, utilities, and Internet service providers, all of which may be beyond the Parties' control. Provided a Party uses reasonable security measures, no less stringent than those directives, instructions, and specifications contained in this MOU, the Specifications, and Applicable Law, the Party assumes no liability for or relating to the integrity, privacy, security, confidentiality, or use of any Data while it is transmitted over those carrier lines, which are beyond the Party's control, or any delay, failure, interruption, interception, loss, transmittal, or corruption of any Data or other ICPC materials attributable to transmittal over those carrier lines which are beyond the Parties' control. Use of the carrier lines is solely at the Party's risk and is subject to all Applicable Law. If a Breach occurs and it is determined that it happened because of a carrier issue, the Party responsible for the Data being transmitted is the responsible party for the Breach Notification.

All participants, including APHSA to the extent applicable, acknowledge

c. **Data Requests.** All Participants that make Data Transmittal requests, or allow their respective Users to access Data, shall have a corresponding reciprocal duty to respond to Data Transmittal

requests. A Participant shall fulfill its duty by either (i) responding to the Data Transmittal request with the requested Data, or (ii) responding with a standardized response that indicates the Data is not available or cannot be exchanged. Data Transmittals in response to Data requests shall comply with the Specifications, this MOU, applicable Participant Access and Disclosure Policies, any applicable agreements between Participants and their Users, and Applicable Law. Nothing in this MOU shall require a Data Transmittal that would violate Applicable Law.

d. **Data Request Disputes.** Each Participant that makes Data requests, or allows its respective Users to make Data requests, shall transmit Data with all other Participants in accordance with the terms of this MOU. If a Participant desires to stop Data Transmittal with another Participant based on the other Participant's acts or omissions in connection with this MOU, the Participant may temporarily stop Data Transmittal with such other Participant to the extent necessary to address the aggrieved Participant's concerns and to the extent allowed or required by Applicable Law. If any such cessation occurs, the aggrieved Participant shall provide notification to the AAICPC of such cessation and the reasons supporting the cessation. The Participants shall submit the dispute leading to the cessation to the AAICPC. If the cessation is a result of a Breach that was reported to, and deemed resolved pursuant to Appendix 4, the Participants involved in the Breach and the cessation agree to engage in the AAICPC dispute resolution process in an effort to attempt to reestablish trust and resolve any security concerns arising from the Breach.

e. **Users and ITSPs.** Each Participant shall require that all of its Users and ITSPs be given access to Data and ICPC materials only in accordance with the terms and conditions of this MOU and the Participant Access and Disclosure Policies, including without limitation those provisions governing the authorization, use, confidentiality, privacy, and security of Data. In no event shall ITSPs be permitted to retain or use information from the NEICE System, including software, the Specifications, instructional materials, and Data without the prior express written permission of APHSA and the Participant that has contracted for the ITSP's services.

8. Termination.

a. **Term.** The initial term of this MOU shall be for a period of one year commencing on the Effective Date. Upon the expiration of the initial term, this MOU shall automatically renew for successive one-year terms unless terminated pursuant to this Section.

b. **Suspension, Reinstatement or Termination.** Suspensions, Reinstatements and Terminations of Participants shall be in accordance with Appendix 5 of this MOU.

c. **Effect of Termination.** Upon any termination of this MOU for any reason, the terminated party shall cease to be a Participant and thereupon and thereafter neither that party nor its Users shall have any rights to participate in the NEICE System. After revocation, the AAICPC shall provide Notice of such revocation to the remaining Participants in the NEICE System. In the event that any Participant(s) is terminated, this MOU will remain in full force and effect with respect to all other Participants. Any Participant terminated from this MOU shall consider executing alternate data sharing agreements and where required by Applicable Law, shall do so.

The primary points of contact for the Parties pursuant to this MOU are: (a) Regi Daniel, Deputy Compact Administrator (**District of Columbia NEICE liaison**) who can be reached at regi.daniel@dc.gov and 202-727 7956 and (b) Marci Roth (**APHSA Project Manager**) who can be reached at 267.456.3594 and (c) June Dorn (**Federal Project Officer**) who can be reached at

202.205.9540 and june.dorn@acf.hhs.gov. Any change in the identity of a primary point of contact by either Party shall be made in writing with the other Party.

This MOU contains the entire understanding between the Parties and is the complete and exclusive expression of the agreement between the Parties. Any modification to this MOU may only be made in writing and must be signed by authorized representatives of both Parties. The terms of this MOU shall be applicable only after the Participant agrees to such participation in the NEICE System. This MOU shall be governed by and construed in accordance with the laws of Washington, D.C.

Any questions by Participant should be directed to Anita Light, the principal investigator for NEICE, at 202.682.0100 x 272 or alight@aphsa.org.

As the duly authorized APHSA representative, I execute this MOU in duplicate, each of which shall be deemed an original.

Administrator (APHSA)

Tracy Wang Evans, Executive Director
Signature/Name and Title of authorizing agent

4/1/2016
Date

District of Columbia Authority

By signing this Memorandum of Understanding I acknowledge that I have read all terms and conditions in this document, fully understand, accept and agree to them. Further, I have discussed them with the appropriate state representatives and authorized these persons to execute the terms entered into as of the date executed.

District of Columbia

Paul M. Davis, Dir
Signature/Name and Title of authorizing agent

3/3/16
Date

Appendix 1 - Technical Specifications

Appendix 2 – Data Retention and Policy

Appendix 3 – Access

Appendix 4 – Data Breach Policy & Resolution

Appendix 5 – Suspensions, Reinstatements and Terminations

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**MEMORANDUM OF AGREEMENT
BETWEEN
CHAPIN HALL AT THE UNIVERSITY OF CHICAGO
AND
THE DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
FOR FISCAL YEAR 2017**

SERVICES AGREEMENT

This Services Agreement (the "Agreement") is entered into as of December 1, 2016 ("Effective Date") by and between District of Columbia Child and Family Services Agency, ("Participant"), and the Chapin Hall Center for Children, an Illinois not-for-profit corporation, doing business as Chapin Hall at the University of Chicago ("Chapin Hall").

WHEREAS, pursuant to its mission, Chapin Hall is desirous of providing state child welfare agencies with access to information management and research tools that can improve outcomes for the children and families these agencies serve; and

WHEREAS, Chapin Hall is offering a service in which certain information regularly maintained by state welfare agencies is reformatted into a database for tracking child welfare service careers longitudinally; and

WHEREAS, Chapin Hall is also offering computer programs and Internet based tools it has developed for accessing the database and generating reports, including reports amenable to such federal outcomes as: time to adoption, time to reunification, placement stability, and foster care reentry; and

WHEREAS, Chapin Hall will provide technical assistance on extracting, interpreting and using information from the database to help understand child welfare system performance;

WHEREAS, Participant is a state agency; and

WHEREAS, Participant wishes to utilize the services and tools offered by Chapin Hall.

NOW, THEREFORE, in consideration of the foregoing, the parties agree as follows:

Section I. Participant's Data

A. Participant shall provide Chapin Hall with such child welfare information as needed to follow the placement experiences of children in the foster care system (the "Data"). Data shall include at a minimum, demographic information about individual children (e.g., date of birth, gender, race/ethnicity), dates of admission, dates of movement, dates of discharge, and reason for discharge.

B. From time to time Chapin Hall may alter the criteria for the Data to be submitted by Participant pursuant to Section I.A. Chapin Hall, in its sole discretion, will determine whether Data complies with requirements needed to participate in the services referenced in this Agreement.

- C. Participant shall provide the Data to Chapin Hall in an electronic format compatible with Chapin Hall's computer hardware, equipment, and applications. Participant shall also provide any additional documentation about the Data requested by Chapin Hall.
- D. The Data, including all updates thereto, shall be submitted to Chapin Hall semi-annually. The specific dates Data will be submitted to Chapin Hall will be mutually agreed upon by the parties (the "Implementation Schedule"). Participant shall be responsible for all costs associated with the delivery of the Data to Chapin Hall.
- E. In addition to Chapin Hall's use of the Data for the purposes described herein, Participant grants Chapin Hall the right to use the Data and any derivatives thereof (including, without limitation, the Database as that term is defined in Section II.A.) in the manner set forth in the Data Sharing Agreement between Participant and Chapin Hall, signed contemporaneously with this Agreement (the "Data Sharing Agreement").

Section II. Description of Services

- A. Chapin Hall will consolidate and reconfigure the Data provided by Participant into longitudinal data sets in ASCII file format (the "Database"). Notwithstanding any data verification Chapin Hall may perform in consultation with the Participant, the Participant is responsible for verifying the Data incorporated into the Database.
- B. Chapin Hall will provide Participant with one copy of the Database upon Participant's request. The Database shall consist of a child, event, and spell file, assembled in a manner determined by Chapin Hall, at its sole discretion. The copy of the Database will be provided to the Participant within 120 days of Chapin Hall's receipt of Participant's written request for a copy of the Database or within such other time period agreed upon by the parties.
- C. It is suggested that the Database be used with the most current version of the SAS[®] software ("SAS") for ease of use and adaptation. It is Participant's responsibility to secure a license for SAS.
- D. Chapin Hall will provide access to the Database through a proprietary software program that displays and manages textual databases. Pursuant to Section III, Participant will receive a license to use Chapin Hall's proprietary, internet-based application that is hosted on Chapin Hall's servers. Hereafter, this Chapin Hall-hosted application shall be referred to as the "Software."
- E.
 - i. Each party hereto shall designate one employee from its organization as a single point of contact for all technical matters involving the Database and the Software

and one employee as a backup in the event the designated contact person is unavailable. Either party may change such contact persons by providing at least five days written notice to the other party.

- ii. Chapin Hall will provide the Participant's contact person with up to five hours of training and technical assistance on how to access and read the Database, and to generate and interpret reports. Chapin Hall is not obligated to provide training and technical assistance to any other employee, agent or independent contractor of Participant, including any backup to or replacement of the Participant's contact person.
- F. Chapin Hall will perform one update of the Database during the Term as defined in Section VII (A.) of this Agreement, provided Participant submits revised and/or additional Data to Chapin Hall in accordance with the Implementation Schedule.
- G. In addition to the Database, Chapin Hall will provide Participant with the following:
- i. Documentation to understand how the Data has been transformed into a longitudinal database, including description of the data elements;
 - ii. A representative sample of 100 records from the Data to confirm that Database algorithms accurately represent the Data; and
 - iii. Point-in-time caseload counts for the purpose of reconciling the Database with the Participant's official counts of children in foster care.
- H. In such situations where the information provided under Section II.G results in the identification of errors in the representation of the Data in the Database, Participant shall notify Chapin Hall and Chapin Hall will, in good faith, work to promptly correct same and deliver corrections to Participant no later than the next update.

Section III. License

- A.
- i. Chapin Hall hereby grants Participant a non-exclusive, non-transferable license to use, via the Internet, the Software, solely for its internal purposes and only by employees of the Participant carrying out Participant's agency functions.
 - ii. Participant shall designate one individual (the "State Level Administrator") to be responsible for authorizing other individuals' (the "End Users") access to the Software. Authorizing access involves, without limitation, the assignment of login IDs and passwords to permitted End Users. Each Participant shall have two levels of End Users – "All Data Users" and "Staff Users". All Data Users will be able to view data from all Participant counties or other administrative units as applicable. Staff Users will have access to the data for their respective county

only, or other administrative unit as applicable. The State Level Administrator will be an All Data User. The State Level Administrator will also be responsible for assigning End Users to their appropriate level of access.

- iii. Chapin Hall retains all ownership rights in the Software, and Participant recognizes and agrees that it does not acquire by this Agreement any ownership or sublicensing rights (including copyright rights) in the Software. Participant shall not permit others to use the Software, nor shall Participant use the Software on their behalf. Participant shall not reproduce, publish, modify, or create any derivative works of all or any part of the Software. Participant shall not cause, permit or attempt the reverse engineering, disassembly or de-compilation of the Software.
- iv. In addition to the rights granted to Chapin Hall under the Data Sharing Agreement, Participant hereby grants to Chapin Hall a nonexclusive, nontransferable right to use all content contained in or produced by use of the Software for the purpose of providing service to Participant.
- v. Participant shall use its best efforts to insure that its End Users shall each keep their respective login ID and password for the Software confidential. Participant shall be solely responsible for any communications and transactions that are made under login IDs and passwords issued to Participant End Users. Participant shall be responsible for notifying Chapin Hall if it believes that a login ID or password has been stolen, disclosed to unauthorized users, or otherwise misused. Participant shall ensure that its End Users do not disclose or transfer their login IDs and passwords to any third party without the prior written consent of Chapin Hall.
- vi. Chapin Hall will provide and maintain the computer system established to provide the Software, including, without limitation, maintenance of its servers and any related software, and will use its best efforts to ensure that the computer system and Software will be operational and available during normal business hours. NOTWITHSTANDING THE FOREGOING, CHAPIN HALL SHALL NOT BE LIABLE FOR, NOR DOES IT MAKE ANY REPRESENTATIONS OR WARRANTIES AS TO, THE OPERATION OF ITS COMPUTER SYSTEM AND/OR THE AVAILABILITY OF THE SOFTWARE.
- vii. Participant shall be solely responsible for the procurement and support of its computer systems (including any components thereof) from which the Software is accessed by End Users, and for the support of the applications running on its computer systems, including, without limitation, browsers and operating systems.

B.

i. If the Software is used by Participant to obtain a result and that result is published in an article, report, presentation or other publication, then Participant agrees to acknowledge its use of the Software in an appropriate citation. The citation should include, as designated by Chapin Hall: (a) the name of the product; (b) the source; (c) the authorship; and (d) an appropriate copyright notice.

ii. If Participant uses or allows a third party to use the Database (provided such use by a third party does not violate Sections III.A and B governing Participant's use of the Software) to obtain a result and that result is published, then Participant agrees to acknowledge or to have the third party acknowledge the use of the Database by including the following attribution in a prominent location within the publication:

"The author(s) would like to acknowledge The Center for State Child Welfare Data at Chapin Hall at the University of Chicago, for the creation of the State Foster Care and Adoption Database that was used in this study. All findings, interpretations and conclusions based on the use of the database are solely the responsibility of the author(s) and do not necessarily represent the views of Center for State Child Welfare Data or Chapin Hall at the University of Chicago."

In the event the Participant receives a request, under applicable state or local disclosure laws, to disclose all or any portion of this Agreement, any information contained in the Database, or any other documents relating to the services provided hereunder, Participant will immediately notify Chapin Hall of such request and allow Chapin Hall to redact all proprietary and/or confidential information, if any, from the requested documents prior to disclosure. The Participant will only release the redacted version of such documents and Participant will defend, at its own cost, any challenges to such redactions.

iii. Chapin Hall has the right to modify or replace any citation, attribution or copyright declaration to be used by Participant or a third party, as applicable, pursuant to this Section III.C with respect to the Software and/or Database, by providing written notice to Participant.

C. EXCEPT AS EXPRESSLY SET FORTH HEREIN, THE SOFTWARE AND THE DATABASE ARE PROVIDED "AS IS" AND ALL FAULTS AND THE ENTIRE RISK AS TO SATISFACTORY QUALITY, PERFORMANCE, ACCURACY AND EFFORT IS WITH PARTICIPANT. CHAPIN HALL DISCLAIMS ALL OTHER WARRANTIES OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OR CONDITIONS OF

MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, RESULTS OBTAINED FROM PARTICIPANT'S USE OF THE SOFTWARE OR DATABASE, ACCURACY OF DATA, ABSENCE OF VIRUSES AND DAMAGING OR DISABLING CODE, AS WELL AS IMPLIED WARRANTIES ARISING FROM COURSE OF DEALING OR COURSE OF PERFORMANCE. CHAPIN HALL SPECIFICALLY DISCLAIMS ANY WARRANTY OR REPRESENTATION THAT THE DATABASE WILL MEET PARTICIPANT'S REQUIREMENTS OR THAT USE AND ACCESS TO THE DATABASE WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT DEFECTS IN THE DATABASE, IF ANY, WILL BE CORRECTABLE OR CORRECTED, OR THAT THE DATABASE FORMAT IS COMPATIBLE WITH ANY PARTICULAR PLATFORM.

- D. Participant shall be responsible for its use of the Software in accordance with the instructions and guidelines provided by Chapin Hall, whether in written form or otherwise. Such instructions and guidelines may be amended, from time to time, by Chapin Hall at its sole discretion. Participant shall not use the Software in conjunction with any data or other information that (i) violates any applicable laws, rules or regulations; (ii) infringes upon or misappropriates any intellectual property or proprietary rights of others; or (iii) violates the privacy rights of others.

Section IV. Infringement

Participant shall notify Chapin Hall promptly if it receives knowledge of any alleged copyright, trade secret or trademark infringement of the Software. Chapin Hall shall have the sole right, at its expense, to bring any action on account of any such infringement or unauthorized use, and Participant shall cooperate with Chapin Hall, as Chapin Hall may request, in connection with any such action brought by Chapin Hall, but it is understood that Chapin Hall is not under any obligation to institute any suit or take any action on account of any such infringement or unauthorized use. Chapin Hall shall retain any and all damages, settlement and/or compensation paid in connection with any such action brought by Chapin Hall.

Section V. Confidentiality

- A. "Confidential Information" means any proprietary or confidential information as such terms are most broadly defined under common or other applicable law, including, without limitation, the Data, the Database, and the Software. Each party agrees that it (i) will not copy or use any of the other party's Confidential Information in any way, except as permitted by this Agreement or as required to achieve the purposes of this Agreement, (ii) will not disclose any of the other party's Confidential Information to any third party, except as required by law or to that party's attorneys and accountants as reasonably necessary, and (iii) will protect the other party's Confidential Information reasonably and at least as well as it protects its own. Information is not Confidential Information if a party can clearly show that it (a) became known to the receiving party prior to receipt from the disclosing party, (b) has become publicly known, except through breach of this

Agreement, or (c) is independently developed without reference to Confidential Information.

- B. Notwithstanding the foregoing, nothing in this Section V. shall be deemed to modify, limit or abrogate Chapin Hall's rights to use the Data and any derivatives thereof (including, without limitation, the Database) as set forth in the Data Sharing Agreement. In the event of any conflict or inconsistency between this Agreement and the Data Sharing Agreement, the Data Sharing Agreement shall control.

Section VI. Subscription Fee

For the licensing, services and support described in this Agreement, the Center for the Study of Social Policy, under separate agreement with Chapin Hall effective as of September 1, 2016, has paid the subscription fee in the amount of \$32,000 on behalf of Participant.

Section VII. Term and Termination

- A. This Agreement shall commence as of the Effective Date and conclude 12 months thereafter (the "Term"), unless terminated sooner pursuant to the provisions of this Agreement.
- B. Either party may terminate this Agreement, at any time, without cause, on at least 30 days advance written notice to the other party.

Section VIII. Limitation of Liability

CHAPIN HALL SHALL IN NO EVENT BE LIABLE TO PARTICIPANT FOR ANY INDIRECT, SPECIAL, EXEMPLARY, CONSEQUENTIAL OR INCIDENTAL DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT (INCLUDING, WITHOUT LIMITATION, ANY DAMAGES FOR LOST DATA), WHETHER ARISING FROM MISTAKES, OMISSIONS, INTERRUPTIONS, DELETION OF FILES, ERRORS, DEFECTS, VIRUSES OR OTHER MALICIOUS CODE, DELAYS IN OPERATION OR TRANSMISSION, OR FAILURE OF PERFORMANCE, THE SERVICES UNDER THIS AGREEMENT OR THE USE OR PERFORMANCES OF A WORK PRODUCT EVEN IF CHAPIN HALL HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. CHAPIN HALL'S AGGREGATE LIABILITY FOR ALL CLAIMS UNDER THIS AGREEMENT OR IN ANY WAY IN CONNECTION WITH THE SOFTWARE, THE DATABASE OR THE USE THEREOF, WHETHER ARISING IN CONTRACT, TORT OR ANY OTHER LEGAL THEORY (INCLUDING, WITHOUT LIMITATION, NEGLIGENCE OR STRICT LIABILITY) SHALL BE, AT CHAPIN HALL'S SOLE ELECTION: (i) THE REPLACEMENT OF ANY DEFECTIVE SOFTWARE OR DEFECTIVE COMPONENT OF THE DATABASE, OR (ii) THE TERMINATION OF THIS AGREEMENT. IN NO EVENT SHALL CHAPIN HALL HAVE ANY LIABILITY FOR CLAIMS ARISING OUT OF OR RELATED TO THIRD PARTY APPLICATIONS OR THIRD PARTY PRODUCTS, IF PROVIDED BY CHAPIN HALL OR NOT.

Section IX. Representations

Participant hereby represents and warrants as of the date of this Agreement that: (i) it is a State or a fully constituted political subdivision or agency of the State in which it is located and it is authorized to enter into, and carry out, its obligations under this Agreement and any other documents required to be delivered in connection with the Agreement (collectively, the "Documents"); (ii) the Documents have been duly authorized, executed and delivered in accordance with all applicable laws, rules, ordinances and regulations and are valid, legal, binding agreements, enforceable in accordance with their terms; (iii) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of Participant's governing body and hold the office indicated below their signatures, each of which are genuine; and (iv) its obligations to remit payments under this Agreement constitute a current expense and not a debt under applicable state law and no provision of this Agreement constitutes a pledge of tax or general revenues and any provision that is so construed by a court of competent jurisdiction is void from the inception of this Agreement.

Section X. Notices

Any notices to be given under this Agreement shall be in writing and shall be deemed duly given on (i) the date of personal or courier delivery; (ii) the date of transmission by telecopy or other electronic transmission service, provided a confirmation copy is also sent no later than the next business day by first-class mail, return receipt requested, postage prepaid; or (iii) three business days after the date of deposit in the United States mail, sent by registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

As to Participant:

David J. Elges
Chief Information Officer
200 Street SE
Washington, DC 20003
Telephone: 202-434-0012
Email: david.elges@dc.gov

As to Chapin Hall:

Technical:
Fred Wulczyn
Principal Investigator & Research Fellow
1313 East 60th Street
Chicago, Illinois 60637
Telephone: 773-256-5200
Facsimile: 773-256-5400
Email: fwulczyn@chapinhall.org

Administrative:

Kristi S. Poskus
Counsel, Contracts and Compliance
1313 East 60th Street
Chicago, Illinois 60637
Telephone: 773-256-5125
Facsimile: 773-256-5325
Email: kposkus@chapinhall.org

Either party may change its contact information by providing written notice to the other party in accordance with this Section X.

Section XI. Force Majeure

In no event shall either party be liable to the other for any delay or failure to perform hereunder, which delay or failure to perform is due to causes beyond the control of said party including, but not limited to, government restrictions, labor strike, war, act of civil or military authority, sabotage, epidemic, flood, earthquake, fire, other natural disaster or any other event, condition, or occurrence beyond the reasonable control of such party. Without limiting the generality of the foregoing, Chapin Hall shall not be liable to Participant in any way for any failure or delay in the performance of its obligations hereunder which failure is caused, directly or indirectly, by the failure of any matter for which Participant is responsible under this Agreement.

Section XII. Assignment

This Agreement shall be binding on the parties hereto and upon their respective successors and assigns. Participant may not assign or delegate any right or obligation hereunder without the prior written consent of Chapin Hall, which consent shall not be unreasonably withheld, and any attempted assignment or delegation in violation thereof shall be void.

Section XIII. Third Party Beneficiaries

The parties acknowledge that there are no intended third party beneficiaries of this Agreement.

Section XIV. Waiver

No delay or omission by either party to exercise any right or power unless in writing and signed by the party waiving rights it has under this Agreement shall impair or be construed as a waiver of such right or power. A waiver by either party of any covenant or breach shall not be construed to be a waiver of any succeeding breach or of any other covenant.

Section XV. Governing Law

This Agreement shall be governed in all respects by the laws of the State of Illinois without regard to conflict of law principals.

Section XVI. Severability

If any provision of this Agreement is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Agreement shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent or, if that is not possible, by substituting another provision that is enforceable and achieves the same objective and result. It is expressly understood and agreed that each provision of this Agreement that provides for a limitation of liability, disclaimer of warranties, indemnification or exclusion or damages or other remedies is intended to be enforced as such. Further, it is expressly understood and agreed that in the event any remedy under this Agreement is determined to have failed its essential purpose, all limitations of liability and exclusions of damages or other remedies shall remain in effect.

Section XVII. Headings

The headings of the sections used in this Agreement are included for convenience only and are not to be used in construing or interpreting this Agreement.

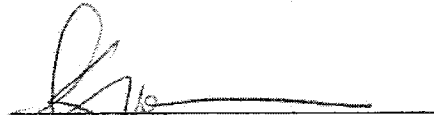
Section XVIII. Entire Agreement

Except for the Data Sharing Agreement, this Agreement contains the entire agreement related to the subject matter herein, and cancels and supersedes any previous understanding or agreement whether written or oral. Any change or modification to this Agreement must be agreed to in a writing signed by the parties hereto.

[Signature Page Follows]

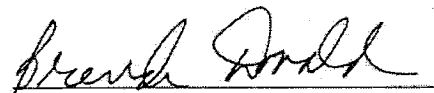
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed, by their respective representatives, each thereunto duly authorized.

CHAPIN HALL CENTER FOR CHILDREN


For Chapin Hall

3-7-17
Date

DC CHILD AND FAMILY SERVICES AGENCY


Brenda Donald
Director

2.23.17
Date

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**MEMORANDUM OF AGREEMENT
BETWEEN
CRIMINAL JUSTICE COORDINATING COUNCIL
AND
CHILD AND FAMILY SERVICES AGENCY
FOR FISCAL YEAR 2017**

This Memorandum of Agreement (MOA), dated March 20, 2017, is entered between the District of Columbia Criminal Justice Coordinating Council (CJCC) and the Child and Family Services Agency (CFSA). For the purposes of this MOA, the CJCC and CFSA are hereinafter collectively referred to as "Parties."

WHEREAS, the CJCC has been designated as a Criminal Justice Agency (CJA) for information sharing purposes; and

WHEREAS, the CJCC manages and administers the Justice Information System (JUSTIS). The mission of JUSTIS is to improve data-driven services by effective interagency collaboration and planning; and

WHEREAS, JUSTIS is designated as the District of Columbia's Integrated Justice Information System (IJIS), and allows authorized agencies to view criminal justice information via the web-based application known as the JUSTIS Information Portal or receive criminal justice information via near real-time data feeds from the JUSTIS System Exchange, or both; and

WHEREAS, CFSA, an agency that works to improve the safety, permanence, and well-being of abused and neglected children in the District of Columbia and to strengthen their families, seeks access to the JUSTIS System to view, and/or receive criminal justice information; and

WHEREAS, CFSA and CJCC deem that JUSTIS is a valuable, centralized tool for exchanging criminal justice-related information among authorized parties to maintain and improve public safety.

THEREFORE, in consideration of the mutual goals and desires of the parties to this MOA and in recognition of the public benefit to be derived from establishing an effective information sharing agreement, the Parties agree to the following:

I. PURPOSE

The purpose of JUSTIS is to minimize response times and improve inter-agency communication to enhance the overall administration of public safety and justice in the District of Columbia. JUSTIS receives criminal justice information from multiple sources simultaneously, and subsequently makes this information available to Authorized Agencies. Contributing Agencies voluntarily provide information to the JUSTIS Information Portal for display on a single screen to Viewing Agencies, or to the JUSTIS System Exchange which distributes real-time data feeds to Recipient Agencies.

The JUSTIS Information Portal provides Viewing Agencies with read-only access and serves as a one-stop-shop for authorized personnel to access information conveniently and efficiently. The JUSTIS System Exchange delivers entire data sets to Recipient Agencies, who incorporate and update the information in their respective information technology systems.

This MOA will govern the relationship between the Parties. An agency may have multiple roles. Child and Family Services Agency is defined as a:

- ☐ Contributing Agency
- ☐ Recipient Agency
- ☒ Viewing Agency

II. AUTHORITY

This MOA is entered into by Child and Family Services Agency under D.C. Official Code §1-301.01(k)(2010 Supp.)”.

The CJCC enters into this agreement pursuant to its authority under D.C. Code §§ 22-4232 and 22-4234.

III. DEFINITIONS

Audit: Independently recording and later examining system activity (e.g.: logins, logouts, file access, security violations).

Availability: Ensuring timely and reliable access to and use of information [44 U.S.C., Sec. 3542].

Authorized Agency: Any agency with authorized access to JUSTIS, whether it is a Contributing, Viewing, or Recipient Agency.

Authorized Personnel: Any personnel authorized to access JUSTIS, through explicit agreement.

Authorized Representative: A designee from each agency to amend this agreement; CJCC’s Executive Director is the authorized representative for the agency.

Confidentiality: Protecting records from unauthorized access through appropriate administrative, physical, and technical safeguards.

Contributing Agency: Any agency that provides data to JUSTIS, whether this data is viewed in the JUSTIS Information Portal, or transferred in data feeds through the JUSTIS System Exchange.

Data: Any set of values of qualitative or quantitative variables, or individual pieces of information. Data is measured, collected and reported, and analyzed.

Information Security: Protecting information and information systems from unauthorized access, use, disclosure, disruption, modification, or destruction in order to provide confidentiality, integrity, and availability [44 U.S.C., Sec. 3542].

Information Technology System: The systems belonging to Recipient Agencies, to which information is transferred via the JUSTIS System Exchange from Contributing Agencies’ Information Technology Systems. These technology systems are maintained by government agencies.

Integrity: Guarding against improper information modification or destruction, and includes ensuring information nonrepudiation and authenticity [44 U.S.C., Sec. 3542].

JUSTIS Information Portal: A web-based application developed and administered by the CJCC which serves as an investigative tool for law enforcement, criminal justice and juvenile justice personnel to concurrently view criminal justice related information from multiple sources.

JUSTIS System Exchange: The JUSTIS System module which enables Contributing Agencies to electronically exchange criminal information (both data and documents) with Recipient Agencies via JUSTIS. This exchange allows for near real-time transfer of large sets of data between agencies across the JUSTIS infrastructure.

Personally Identifiable Information (PII): As defined by the National Institute of Standards and Technology (NIST), Special Publication (SP) 800-122, PII is any information about an individual maintained by an agency, including (1) any information that can be used to distinguish or trace an individual’s identity, such as name, social security number, date and place of birth, mother’s maiden name, or biometric records; and (2) any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information.

Privacy: Pursuant to the Privacy Act of 1974, privacy is a code of fair information practices that governs the collection, maintenance, use, and dissemination of information about individuals that is maintained in systems of records.

Recipient Agency: Any agency that is authorized to receive data feeds through the JUSTIS System Exchange and has the ability to receive, consume, and utilize information; this data is provided

by Contributing Agencies.

Viewing Agency: Any agency that is authorized to view data in the JUSTIS Information Portal; this data is provided by Contributing Agencies.

IV. EFFECTIVE DATE, DURATION, MODIFICATION(S), AND TERMINATION

Effective Date: This Memorandum of Agreement (MOU) shall become effective on the date when both Parties sign this MOA.

Duration: The duration of the period of performance is indefinite unless otherwise stated or upon termination.

Modification(s): Modifications mutually agreed upon between the Parties, will be incorporated into an updated MOA, which is to be executed, signed, and dated by authorized representatives identified.

Termination: The Parties would commence the termination process, in the event that any services, relating to the JUSTIS Information Portal and the JUSTIS System Exchange, described within this MOA were eliminated. Termination would also occur if any agency fails to follow applicable local laws, Federal laws, policies, or regulations. Agencies agree to provide advance written notice. Either Party has the right to terminate this agreement without liability at any time, with or without cause, provided that 15-day prior written notice is given.

V. DATA OWNERSHIP AND ACCESS

The CJCC maintains ownership of the JUSTIS System; however, Contributing Agencies will retain all rights, title, interests, and ownership of the data shared through the JUSTIS System, either within the JUSTIS Information Portal or through the JUSTIS System Exchange. Contributing Agencies are also responsible for the accuracy, timeliness, and completeness of the data provided. Contributing Agencies determine which agencies are granted access to data as a Viewing Agency, a Recipient Agency, or both. The CJCC does not make any access-related decisions. The procedure for Contributing Agencies to grant access to information is available in the JUSTIS Policies and Procedures Manual (Appendix A).

The CJCC will collect information from the authorized individuals seeking use of the JUSTIS Information Portal in order to create a user account, which grants the authorized user access to the system. This information includes: First Name, Middle Initial, Last Name, Agency, Telephone Number, and Email Address. The CJCC utilizes auditing procedures within the JUSTIS Information Portal to maintain user logs and monitor user activity (Section XII: Auditing).

VI. RULES OF BEHAVIOR

Contributing Agencies:

Rules of Behavior for Data Usage associated with CFSA are attached (Appendix C) and incorporated by reference. The CJCC will distribute the Contributing Agencies' Rules of Behavior for Data Usage to Viewing and Recipient agencies, and require adherence to them.

Recipient Agencies:

Recipient Agencies agree to abide by the Contributing Agencies' Rules of Behavior for Data Usage (Appendix C), and interconnection standards defined by the Contributing Agencies, as well as the CJCC, in the Interconnection Security Agreement (Appendix B), all of which are attached and incorporated by reference.

Viewing Agencies:

Viewing Agencies, and Viewing Agency users, agree to protect the privacy, confidentiality, and security of JUSTIS by observing all the JUSTIS Rules of Behavior for Data Usage, as outlined in the JUSTIS Policies and Procedures Manual (Appendix A). In addition, JUSTIS users from Viewing Agencies are required to comply with each of the Contributing Agencies' Rules of Behavior for Data Usage (Appendix C).

VII. INTERCONNECTION SECURITY AGREEMENT (ISA)

As defined by the National Institute of Standards and Technology (NIST), Special Publication (SP) 800-47, "the ISA is a security document that specifies the technical and security requirements for establishing, operating, and maintaining the interconnection [between IT systems]. Specifically, the ISA documents the requirements for connecting the IT systems, describes the security controls that will be used to protect the systems and data, and provides a signature line." Contributing Agencies and Recipient Agencies will each execute an ISA with the CJCC.

VIII. INFORMATION SECURITY PROGRAM

CJCC's JUSTIS information security program operates in accordance with federal guidance issued by the National Institute of Standards and Technology (NIST) and found within Special Publication (SP) 800-53. Utilized by agencies seeking to comply with the Federal Information Systems Management Act (FISMA), this publication outlines the information security controls which must be addressed within an information security program, and the documentation required for compliance. The CJCC developed this information security program based upon input received from the CJCC Information Security Workgroup (ISW) and approved by the Information Technology Advisory Committee (ITAC). The CJCC shall leverage the ISW to identify, maintain, and address new and evolving security requirements.

IX. PRIVACY AND CONFIDENTIALITY

JUSTIS is not a system of record as defined by the Privacy Act of 1974; however CJCC seeks to uphold the privacy standards laid out in the Privacy Act. The CJCC is committed to protecting the privacy and confidentiality of information as provided under Federal and District of Columbia laws. This section outlines the measures which CJCC implements in order to safeguard the privacy and confidentiality of information JUSTIS receives from Contributing Agencies, displays to Viewing Agencies within the JUSTIS Information Portal, or transfers to the information technology systems of Recipient Agencies.

Contributing Agencies: Contributing Agencies provide the CJCC with their privacy and confidentiality policies as part of their Rules of Behavior for Data Usage (Appendix C). The CJCC also publishes the Contributing Agencies' Rules of Behavior for Data Usage in the JUSTIS Policies and Procedures Manual (Appendix A), and enforces them within the JUSTIS Information Portal upon the users from Viewing Agencies. All users from Viewing Agencies are provided a copy of the Contributing Agencies' Rules of Behavior for Data Usage by the JUSTIS Agency ITSO at the time a request is submitted for the creation of a JUSTIS user account.

Contributing Agencies solely determine what information, including PII, will be made available to the JUSTIS information Portal for display to users from Viewing Agencies, or for transfer to information technology systems of Recipient Agencies.

The JUSTIS Information Portal is not for public use. Contributing Agency information displayed within the JUSTIS Information Portal is available in a read-only format to personnel from Viewing

Agencies, and is solely for official government use. This information cannot be shared with any member of the public; members of the general public do not have access to the JUSTIS Information Portal. Contributing Agency information transferred via the JUSTIS System Exchange to Recipient Agencies is delivered to information technology systems maintained by government agencies. This information is not delivered to information technology systems maintained by non-government entities.

Recipient Agencies: The CJCC provides all Recipient Agencies with the Contributing Agencies' Rules of Behavior for Data Usage, whose information they are receiving via the JUSTIS System Exchange. Each Recipient Agency agrees to abide by the Contributing Agencies' Rules of Behavior for Data Usage (Appendix C).

Viewing Agencies: The CJCC applies system-level privacy and confidentiality policies within the JUSTIS Information Portal, and enforces them upon users from Viewing Agencies. These policies are listed in the JUSTIS Rules of Behavior for Data Usage, which are published in the JUSTIS Policies and Procedures Manual (Appendix A).

The JUSTIS Information Portal presents information to users from Viewing Agencies in a read-only format. The following privacy and confidentiality provisions are enforced by the CJCC upon all users from Viewing Agencies who access the JUSTIS Information Portal:

1. The CJCC will display all information, including PII, provided by Contributing Agencies within the JUSTIS Information Portal. Upon a Contributing Agency's approval of a Viewing Agency for access to its information, the CJCC will make the Contributing Agency's entire data set, including all PII, available for viewing to the Viewing Agency.
2. It is the responsibility of the Viewing Agency's JUSTIS users to safeguard information from unauthorized disclosure.
3. The CJCC displays any information provided by Contributing Agencies without alteration or modification and does not confirm its accuracy, timeliness, or completeness. This responsibility rests solely with the Contributing Agency. Any corrections to information are performed by the Contributing Agency.
4. The CJCC applies all security-related requirements associated with the transfer of information from the Contributing Agency to JUSTIS, as listed within the Interconnection Security Agreement (Appendix B).

X. COMPLIANCE

The CJCC's goal is to operate in a consistent and fair manner with Contributing, Receiving, and Viewing agencies. To ensure that this goal is met, guidelines have been established within the JUSTIS Rules of Behavior for Data Usage, found in the Policies and Procedures Manual (Appendix A). Each Party will be responsible for compliance with all laws, regulations, and policies applicable to perform the obligations of this agreement. Any discrepancy or concerns regarding the Contributing Agencies' Rules of Behavior for Data Usage and JUSTIS Rules of Behavior for Data Usage will be addressed and resolved through mutual agreement between the CJCC and the Contributing Agency. Non-compliance with the provisions of the aforementioned policies may result in corrective measures, including termination of JUSTIS access.

XI. BREACH NOTIFICATION

Parties must notify the JUSTIS Help Desk at Help.Justis@dc.gov of any incident involving the possible

or confirmed theft, loss, unauthorized disclosure of, or unauthorized access to any Contributing Agencies' information, within 24 hours.

The CJCC will notify Contributing Agencies' Information Technology (IT) department designees of information security incidents involving JUSTIS infrastructure within one hour of being positively identified by the agency.

XII. AUDITING

Contributing Agencies: Contributing Agencies reserve the right to submit a written request to the JUSTIS Help Desk at Help.Justis@dc.gov for any available user activity logs related to its own JUSTIS users, or users from any Viewing Agency with access to the Contributing Agency's information within the JUSTIS Information Portal.

Viewing Agencies: The CJCC conducts a bi-annual audit of JUSTIS user accounts to verify that all Viewing Agency employees/contractors require continued access to the JUSTIS Information Portal. The Viewing Agency ITSO will receive a request from the JUSTIS Help Desk to identify any individuals who have separated from the agency, or who have been reassigned to another department within the agency, so the user's access can be terminated or updated as appropriate. The Viewing Agency ITSO will also work with the CJCC to address any concerns raised during the audit by any Contributing Agency. Viewing Agencies may submit a written request to the CJCC to obtain any available user activity logs related to its own JUSTIS users.

XIII. BACKGROUND CHECKS

Viewing Agencies: Viewing Agencies may request JUSTIS user accounts for their employees or contractors provided they have undergone an employment-related National Criminal Information Center (NCIC) or Interstate Identification Index (III) background check. Such checks must have been performed by the Viewing Agency within the past five (5) years prior to the CJCC permitting the creation of a JUSTIS user account. If Viewing Agencies are unable to satisfy either an NCIC or a III background check requirement for employees or contractors, the CJCC will consider circumstances on an agency-by-agency basis. Viewing Agencies are required to submit a written request to the Executive Director of the CJCC outlining:

- A description of why the agency is unable to satisfy either an NCIC or a III background check requirement; and
- Documentation of agency policies and procedures relating to agency-specific background checks; and
- A detailed description of which employment-related background checks/investigations are performed in lieu of an NCIC or III check, the specific name of sources used, the nature of the source (public, private, commercial, etc.) and the information contained within each record.

Failure to include all required information will render the request incomplete, and Viewing Agencies will be required to provide all missing information. Once the request is complete, the CJCC will review it and, solely at its discretion, determine if Viewing Agencies provided sufficient safeguards to ensure that a reasonable alternative to an NCIC or III is in place. If satisfied, the CJCC will notify all Contributing Agencies of the Viewing Agencies' alternate background check procedures.

A detailed description of JUSTIS-required background checks is found within the JUSTIS Policies and Procedures Manual (Appendix A).

XIV. GENERAL PROVISIONS

Governing Laws: This agreement will be construed and enforced in accordance with Federal and local laws. The Parties are required to comply with Federal regulations, local regulations, and statutes appropriate to each Party's jurisdiction regarding access or dissemination of data including, but not limited to, criminal history.

Anti-Deficiency Act: The Parties acknowledge and agree that nothing in this MOA creates a financial obligation in anticipation of an appropriation and that all provisions of this MOA, or any subsequent agreement entered into by the Parties pursuant to this MOA, will remain subject, as applicable, to the provisions of:

- The Federal Anti-Deficiency Act, 31 U.S.C. §§1341, 1342, 1349, 1351,
- The District of Columbia Anti-Deficiency Act, D.C. Official Code §§47-355.01-355.08 (2001),
- D.C. Official Code § 47-105 (2001), and
- D.C. Official Code §1-204.46 (2006 Supp.), as the foregoing statutes may be amended, regardless of whether a particular obligation has been expressly so conditioned.

Limitation of Liability: A Party is not liable for inability to perform under this agreement due to an event that is unpredictable, unpreventable, and beyond the Party's control. The Party must notify the appropriate personnel of the specific event, and must make reasonable attempts to perform once the event ends.

Notices: All notices provided in connection with this agreement will be in writing, and delivered by certified or registered mail, postage prepaid and return receipt requested, or by courier, and will be deemed effective upon receipt.

CJCC: Imran Chaudhry
Chief Information Officer
441 4th Street, NW Suite, 715N
Washington, DC 20001
Imran.Chaudhry@dc.gov
202-727-7862

CFSA: Heather D. Stowe
Principal Deputy Director
200 I (Eye) St SE
Washington, DC 20003
Heather.Stowe@dc.gov
202-727-7709

Waiver: Failure to enforce any provision of this agreement will not constitute a waiver or affect its right to require future performance. The waiver will not breach any provision of this agreement, constitute a waiver of any subsequent breach, or nullify the effectiveness of any provision. A waiver is binding when in writing and signed by the Party making the waiver.

Resolution of Disputes: Contributing Agencies waive all right to injunctive relief in the event of a dispute with the CJCC. The Signatories to this MOA shall resolve all disputes arising from services performed under this MOA.

XV. ACCEPTANCE

The undersigned representatives of the Parties indicate their mutual agreement to these objectives, responsibilities, and procedural guidelines. It is understood by the Parties that this

document is intended to govern conduct, but is not a legally enforceable agreement.

XVI. APPROVED AND AGREED TO BY:

CJCC

Signed: 

Name: Mannone A. Butler
Title: Executive Director
Criminal Justice Coordinating Council
441 4th St NW, Suite 715N
Washington, DC, 20001

Date: 3-23-17

CFSA

Signed: 

Name: Brenda Donald
Title: Director
Child and Family Services Agency
200 I (Eye) St SE
Washington, DC 20003

Date: 3-23-17

16

MEMORANDUM OF AGREEMENT BETWEEN THE CRIMINAL JUSTICE
COORDINATING COUNCIL, THE COURT SERVICES AND OFFENDER
SUPERVISION AGENCY, THE COURT SOCIAL SERVICES DIVISION OF THE
SUPERIOR COURT OF THE DISTRICT OF COLUMBIA, THE D.C. DEPARTMENT OF
YOUTH REHABILITATION SERVICES, THE PRETRIAL SERVICES AGENCY,
AND THE DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICE AGENCY

I. Statement of Purpose

This memorandum of agreement (MOA) is entered into between the Criminal Justice Coordinating Council (CJCC), the Court Services and Offender Supervision Agency (CSOSA), the D.C. Department of Youth Rehabilitation Services (DYRS), the Superior Court of the District of Columbia's Court Social Services Division (CSSD), the Pretrial Services Agency for the District of Columbia (PSA), and the D.C. Child and Family Service Agency (CFSA), collectively referred to hereinafter as the "Parties". It constitutes an agreement by the Parties as to the roles, responsibilities and procedures for managing the cases of youth in such a way that serves the best interest of public safety, the well-being and rehabilitation of the person, and the protection of confidential information. For purposes of this MOA, "Youth" is defined as a person who has matters (open cases) simultaneously in both the Family Court and the Criminal Division of the Superior Court of the District of Columbia.

II. Authority

This MOA is pursuant to the authorities applicable to the CFSA, CJCC, CSOSA, CSSD, DYRS, and PSA. Specifically, CJCC's authority to enter into this MOA with the other Parties is pursuant to the Criminal Justice Coordinating Council Restoration Act of 2002, Public Law 107-180 and DC Code § 22-4231. CSOSA's and PSA's authority rests with the National Capital Revitalization and Self-Government Improvement Act of 1997, Pub. L. 105-33, D.C. Official Code § 24-133, Title 23, Section 1303 (h) of the D.C. Code and Title 18, Section 3154 of the U.S. Code and the applicable exceptions under the Privacy Act and Systems of Record Notices. For DYRS, D.C. Code §§ 2-1515.04, 2-1515.06, and 16-2332 apply; CSSD's authority is found in D.C. Code §§ 11-1722, 16-2332; CFSA's authority is within D.C. Code § 16-2332; D.C. Code § 4-1303.01a.

III. Background and Brief Description of the Parties' Interrelationships

In the District of Columbia, D.C. Code § 16-2301 classifies all persons under the age of 18 as a "child", unless the person is 16 or 17 years old and is either charged as an adult by the United States Attorney's Office for a specific offense enumerated in D.C. Code § 16-2301(3) (A) [(a "Title 16 offense")], (B), or is 15 years or older and is charged with a traffic offense. "Youth" means a "child" as that term is defined by § 16-2301(3) above and the terms "juvenile", "child", and "resident" are used interchangeably.

A child or youth who is charged with committing a delinquent act is adjudicated in the Family Court of the Superior Court of the District of Columbia. Delinquency proceedings are

brought before the Family Court by the Office of the Attorney General for the District of Columbia, following consultation with the CSSD; CSSD supervises all youth who are pending trial and/or adjudicated to a disposition of probation. Children adjudicated as delinquents may be placed on probation and supervised by CSSD or committed to DYRS for a period determined by the Family Court. The period of probation or commitment can extend past the person's eighteenth birthday. However, the probation or commitment period must terminate no later than the person's twenty-first birthday.

CFSA is responsible for providing support for the protection of children who have been abused or neglected from further experiences and conditions that may be detrimental to their health, growth, and development. Through the coordination of public and private partnerships, CFSA provides services and family stabilization resources to families and children who have been (or alleged to have been) abused or neglected. Additionally, CFSA is responsible for providing placement services to CFSA committed youth between the ages of 18- 21. Where Parties such as the CSSD, DYRS, or CSOSA primarily manage the youth placement, CFSA social workers are encouraged to attend team-planning meetings and to provide information to the court that is involved in the abuse/neglect matter. If Parties other than CFSA release a youth from placement, CFSA must assume full responsibility for placement services until the court closes the abuse or neglect case. CFSA must assume full responsibility for the provision of services until the court closes the abuse or neglect case.

The D.C. Superior Court, Criminal Division has jurisdiction over cases where a person 18 years of age or older has been charged with a criminal offense under the D.C. Code and in cases where a person 16 or 17 years old is charged with either a Title 16 offense or a traffic offense, or is 15 years of age or older and is transferred to adult court.

The Pretrial Services Agency (PSA) gathers and presents information about newly arrested defendants (including persons 16 or 17 years of age charged with a traffic offense, or charged as an adult by the US Attorney's Office, or transferred from Family Court to adult court) and the available release/detention options for judicial officers (in both the Superior Court and the US District Court for the District of Columbia) to use when deciding what, if any, conditions are to be set for those defendants who are to be released. Pursuant to the DC bail laws, PSA recommends the least restrictive conditions of community release that promote public safety and return to court.

PSA supervises defendants who have been released during their pretrial period by monitoring their compliance with certain conditions of release and helping to assure they appear for court appearances. PSA's supervision gives defendants the opportunity to participate in a variety of pro-social interventions in an effort to decrease the likelihood of future criminal behavior.

CSOSA is responsible for supervision of persons who have been released on probation, parole, or supervised release. In addition, CSOSA is responsible for supervising persons less than 18 years of age with civil protection orders issued in intra-family cases where specific programs have been ordered.

A number of adults currently under CSSD and/or DYRS supervision have a pending criminal matter resulting from a subsequent offense committed by the individuals. These individuals may be supervised by PSA and/or CSOSA. Similarly, a number of CFSA wards

have a pending adult criminal matter and may be under the supervision of PSA and/or CSOSA. Persons who have either an open delinquency or CFSA Neglect Family Court case and an adult case supervised by PSA or CSOSA are referred to in the MOA as "dual jacket[ed]."

DYRS is the District's cabinet level juvenile justice agency. It is responsible for providing detention, commitment, and aftercare services for those youth up to 21 years old adjudicated as delinquent and committed to the Agency's custody and residing in both DYRS and contracted facilities and in the community. The agency does this, in partnership with its families and the public, through a wide range of programs emphasizing individual strengths, skill development, personal accountability, family empowerment, community engagement and public safety.

IV. Program Goals and Objectives

This MOA establishes amongst the Parties, a mutually agreed upon process for information sharing and case management services that support the development of appropriate planning and, to the extent possible, joint coordination for persons who are simultaneously under the supervision of an agency in the abuse/neglect, juvenile and adult systems. This process for joint planning and coordination will support the respective missions and statutory duties of the aforementioned agencies by creating a forum to plan the services and community supervision, pursuant to each agency's jurisdictional responsibilities (*e.g.*, pre-trial, post-disposition) for persons under concurrent supervision and to delineate respective roles and responsibilities for case management services, and community supervision. The Parties' goal in coordinating and joint planning is to ensure that each youth leaving the respective systems is prepared for independence, and whenever possible, is placed in a family-like setting.

V. Responsibilities of the Parties

A. Parties' Planning Coordination and Services

- 1) The CJCC will be responsible for planning and convening quarterly meetings with the Parties to review and monitor the progress of the MOA's performance measures developed by the partners (*e.g.*, cross systems training, enhanced information sharing, etc.) to facilitate resolution of barriers to successfully achieving the Parties' shared goals as expressed in the MOA.
- 2) The CJCC will coordinate, as needed, short-term workgroups to identify inter-departmental barriers and put forth recommendations to remedy the aforementioned issues and/or barriers.
- 3) The CJCC, in consultation with participating agencies, will facilitate and develop annual cross agency trainings consistent with state and federal statutory, regulatory and policy requirements of each respective agency as well as incorporate best practices for providing services to youth and adults on probation or parole. This will help ensure fidelity to emerging and best practices, and permit a constant review of lessons learned.

- 4) The CJCC will support the coordination of service activities with all relevant Parties in order to address the needs of youth offenders (as defined by the individual supervising agency) who are under the supervision of more than one of the Parties.
- 5) The CJCC quarterly meeting minutes shall be circulated to all of the Parties within five (5) business days of the meeting. Each Party agrees to follow up on the action items to ensure fidelity to both emerging and best practices in the fields of youth and criminal justice.
- 6) The Director of each agency will designate representatives to attend the quarterly meetings who will have the authority and ability to make binding decisions at the meetings.
- 7) No agency shall be required to adhere to or carry out actions contemplated or agreed upon by the Parties in the absence of the agency that will be impacted.
- 8) Each Party shall provide a prompt response to any action agreed upon by all the Parties.
- 9) Each Party agrees to continue to provide placement or supervision services for youth, unless the supervising agency/ies has determined the objectives detailed in the pre/post disposition have been met to the maximum extent possible. To the extent practicable, Parties to this MOA shall regularly engage in coordinated case management services.
- 10) The Parties agree to maintain a current list reflecting the appropriate point(s) of contacts for their agency that includes, but is not limited to probation officers and case managers and social workers for use by the partner agencies in carrying out the procedures set forth in this MOA. The list shall be updated quarterly when CJCC convenes case management reviews.

B. Parties' Shared Electronic Data Access

In keeping with the stated purpose of the MOA, each Party agrees to provide to the others the information necessary for each to handle its respective responsibilities to the fullest extent allowed by law, regulation, court order and policy. All Parties agree information shared via this MOA will be utilized by authorized agency officials, solely for case management services and supervision purposes among the Parties.

- 1) PSA agrees to make data available via JUSTIS to authorized and designated members of CFSA, DYRS and CSSD.¹

¹ Pursuant to D.C. Code §23-1303(d), any information contained in PSA files, presented in its reports, or divulged during any hearing is not admissible on the issue of guilt in any judicial proceeding, but such information may be used in proceedings under sections 23-1327, 23-1328, and 23-1329, in perjury proceedings, and for the purposes of impeachment in any subsequent proceeding.

- 2) DYRS agrees to provide requisite information from its FamCare database to designated members of CSSD, CFSA, PSA, and CSOSA.
- 3) D.C. Superior Court agrees to make CourtView data available to authorized personnel of PSA, DYRS, CFSA and CSOSA through JUSTIS.
- 4) CSOSA agrees to make its SMART law enforcement information available to designated members of DYRS, CFSA and CSSD through JUSTIS.
- 5) CFSA agrees to provide demographic information from its FACES database to designated members of PSA, DYRS, CSSD and CSOSA on a monthly basis.

Procedures Part 1 - New Adult Arrests (persons under DYRS/CSSD supervision charged each day in a new adult criminal matter)

A. Pretrial Services Agency (PSA)²

- 1) PSA reviews the lock-up list for arrestees on both the U.S. and DC/Traffic lock-up lists. For each person on the list under the age of 30, PSA will query JUSTIS to identify persons with prior youth delinquency adjudications.
- 2) If a person under the age of 21 is on the day's lock-up list and committed to DYRS or under the supervision of CSSD, PSA will contact the DYRS/CSSD point of contact and advise that agency of the arrestee's name, date of birth, and arrest charge.

PSA will also ascertain from DYRS/CSSD, the assigned case manager's name and contact information, as well as, the arrestee's most current address and noteworthy compliance information for use in the Pretrial Services Report (PSR) being prepared for use by the judicial officer.

- 3) PSA will identify arrestees under the age of 21 on both the U.S. and D.C./Traffic lock-up lists, as well as citation lists, if applicable. Once the lists have been completed for the day, PSA will generate a list of arrestees identified as being under the age of 21 and transmit it to the CFSA point of contact.

B. D.C. Department of Youth Rehabilitation Services (DYRS)

- 1) When a person committed to the DYRS is arrested as an adult, DYRS will, upon request from PSA or CSOSA, provide the name of the youth's case worker and his or her contact information, the date of birth and last known address for the youth as recorded in the DYRS database, and any other information regarding that youth deemed relevant by DYRS.
- 2) When a person committed to DYRS is arrested as an adult, DYRS will also provide

² Pursuant to D.C. Code §23-1333, a judicial officer shall take a person's juvenile law enforcement and case records into account in determining whether there are conditions of release that will reasonably assure the appearance of the person as required, and the safety of any other person and the community.

the PSA/CSOSA worker the youth's level of compliance while committed, including all abscondences, level of risk in the community, and any other information deemed relevant to public safety by DYRS.

- 3) When requested by CSOSA/PSA, DYRS will provide a list of the charges for which the youth was committed to DYRS.

C. Court Social Services Division (CSSD)

- 1) D.C. Superior Court has jurisdiction over persons who have a case or cases in the abuse/neglect, youth and/or adult systems. The Court also conducts arraignments and presentments, as part of its obligations under its enabling statute.
- 2) CSSD's assigned points of contact will be the Supervisory Probation Officer (SPO) responsible for its Intake Unit I and Unit II. The SPO or designee will search CourtView to identify youth offense information germane to the arraignment of an individual in Courtroom C-10. The SPO or designee will also provide the name and contact information for probation officer staffing the youth case and his/her SPO.³
- 3) PSA or CSOSA will contact the designated SPO or designee, who shall respond to PSA or CSOSA within a four (4) hour time frame on the same business day. In the event that the designated SPO or designee fails to make contact with PSA or CSOSA within the four (4) hour time frame on the same business day, the CSSD Deputy Director shall be contacted to ensure information sharing occurs on all youths charged in the adult arraignment Court.

D. Court Services and Offender Supervision Agency (CSOSA)

- 1) The CSOSA Offender Processing Unit, upon receiving a case for anyone 15-21 years of age or younger, will confer with the youth regarding any current or past supervision with youth justice agencies. If the offender responds in the affirmative, the information provided will be documented in the SMART database system for the assigned CSO charged to make contact with the youth agency.
- 2) Upon verification of interagency involvement, the point of contact for each of the partner agency(s) case manager and/or probation officer will document the information in the record. The case will then be assigned to the identified CSOSA Community Supervision Services Team for case management responsibilities and follow up with the partnering agency contacts.

E. Child and Family Services Agency (CFSA)

- 1) When a young person committed to CFSA is arrested as a youth, CFSA will

³ Upon contact, the designated CSSD probation officer will provide to PSA the respondent/offender's last known address (to include a court ordered placement), risk range classification (i.e., low, medium, high), and compliance information relative to whether or not the respondent/offender was minimally, moderately or fully compliant.

provide the name of the youth's case worker and his or her contact information, the date of birth and last known address for the youth as recorded in the CFSA database, and any other information regarding that youth deemed relevant by CFSA to CSSD, DYRS, PSA, and/or CSOSA.

- 2) When a young person committed to CFSA is arrested as an adult, CFSA will provide the name of the youth's case worker and his or her contact information, the date of birth and last known address for the youth as recorded in the CFSA database, and any other information regarding that youth deemed relevant by CFSA to CSSD, DYRS, PSA, and/or CSOSA.

F. The Parties Mutual Responsibilities Regarding Information Exchange

- 1) Each Party agrees to provide to the others any information necessary for each to handle its respective responsibilities to the fullest extent allowed by law, regulation, court order, policy, and this MOA. All Parties agree information shared in accordance to the terms of this MOA, will be utilized solely for current case management services and supervision purposes amongst the Parties.
- 2) The Parties acknowledge that CSOSA and PSA share its administrative record data with the Parties pursuant to its enabling statutory charter and the applicable provisions of the Privacy Act of 1974. The Parties agree to the following terms and limitations on the use of CSOSA/PSA administrative record data:
 - a) The Parties acknowledge the sensitivity of the data accessed and shared by CSOSA/PSA requires safeguarding and dissemination controls, privacy and IT security controls, pursuant to and consistent with the Privacy of 1974 and other applicable state and federal law, regulations and policies.
 - b) The Parties to this MOA will use, restrict, safeguard, and dispose of all CSOSA/PSA information related to the shared administrative data provided by this MOA in accordance with all relevant federal and local statutes, regulations, and agency policies;
 - c) The Parties shall maintain the confidentiality and integrity of CSOSA/PSA administrative data pursuant to this MOA and applicable state and federal statutes and regulations and policy/ies (e.g., the Privacy Act).
 - d) The Parties acknowledge additional uses of CSOSA/PSA administrative record data may only be used with written permission by the CSOSA/PSA signatories or designees.
 - e) Any Party, upon discovery of data errors, inaccuracies, and/or discrepancies in the administrative data provided, shall address data issues, including correcting inaccuracies, where feasible and appropriate, within five (5) business days of discovery of the data errors.

- f) The Parties shall promptly purge, shred, data wipe or destroy all administrative record data (including any screenshots, emails, reports, printouts, source data, excel files, etc.) which do not constitute a match of entities (e.g., persons or cases), are outside the scope of the request, or that are no longer needed for the purposes for which it was obtained within 30 days of either event and send written notification to CSOSA's Office of General Counsel and CSOSA's technical and operational points of contact (POCs) certifying the action.
- g) The Parties agree that employees will comply with applicable federal and District of Columbia law regarding the confidentiality of youth and adult records and identifying information, including but not limited to: the D.C. Mental Health Act (D.C. Official Code §§ 7-1201.01 et seq. (2001 Edition)), the D.C. HIV/AIDS statute (D.C. Official Code §§ 7-302 and 7-1605 (2002 Edition)), drug/alcohol treatment records (42 C.F.R. Part 2); Freedom of Information Act (FOIA) (5 U.S.C. § 552) and the Privacy Act of 1974 (5 U.S.C. § 552a).
- h) Request for any CSOSA or PSA administrative record data that references or includes substance abuse, mental health, medical data or any information not consistent with this MOA shall be made in writing through the CSOSA Office of General Counsel (OGC);
- i) The Parties agree that CSOSA and PSA are the owners of any administrative record data that is shared, retrieved or accessed through their database systems and the Parties will maintain such records in accordance with the terms of this MOA.
- j) The Parties shall retain CSOSA/PSA administrative record data commencing upon execution of this MOA and store sensitive administrative data in areas that are physically safe (i.e., encrypted methods that secure the data at rest and in transit) from access by unauthorized person at all times.
- k) The Parties acknowledge that an information system incident is an unexpected, unplanned event that could have a negative impact on information technology resources. It requires immediate action to prevent further negative impacts. It may be an event that violates security policies or one that circumvents security mechanisms (e.g., hostile probes, intrusions, malicious software).
- l) If a Party is affected by an intrusion that involves CSOSA or PSA data, the Party shall react to the incident per CSOSA's IT rules of behavior, privacy and incident response policies.
- m) The affected Party shall be responsible for investigating, reporting, resolving the breach, and shall notify CSOSA's Office of General Counsel or designee when an incident involves a Party's host system/infrastructure or a Party's

user's account that hosts CSOSA administrative data.

- n) In the event of a detected intrusion attempt originating from the Party's intrusion detection sub-system or any other agency intrusion detection system that shares collected information concerning the CSOSA and PSA data, the affected Party, or its designated agent shall have the authority to isolate the intrusion, investigate, and notify CSOSA's Office of General Counsel.
- o) If any Party experiences an administrative record paper breach or cyber security intrusion or incident on its electronic system(s) that houses CSOSA or PSA administrative record data, it shall notify CSOSA's Office of General Counsel or designee of the breach incident within one hour of becoming aware of the incident and to U.S. CERT <https://www.us-cert.gov/forms/report> (for electronic).
- p) If a cyber-intrusion occurs on any Party's electronic system where CSOSA/PSA administrative record data is housed, that Party shall be responsible for investigating the breach and the costs of notification of the breach, as well as which stakeholders should be informed of the breach.
- q) CSOSA, upon written notice, may suspend the use and access of the data described in this MOA to any Party whenever a determination has been made that any term of this MOU or related rule, procedure, or policy is violated or reasonably appears to be violated.

Procedures Part 2 -Concurrent Supervision

A. Pretrial Services Agency (PSA)

- 1) PSA will seek to obtain any appropriate release of information form for youths under its supervision in order to exchange treatment information with CSSD/CFSA/DYRS.
- 2) The assigned pretrial services officer (PSO) will work collaboratively with CSSD/CFSA/DYRS to case plan and provide services, as appropriate, to the youth.
- 3) Upon recommendation of modification or adjustment, PSA will consult with and notify CSSD/CFSA/DYRS of any planned or emergency changes of placement or release conditions prior to the changes being implemented, otherwise within 48 hours or two (2) business days.
- 4) PSA will maintain monthly contact with CSSD/CFSA/DYRS to ensure that each respective Party is appropriately providing services consistent with their statutory duties and obligations. All communications will be documented in the PRISM, PSA's information system.
- 5) PSA will provide timely notification within two (2) business days to CSSD/CFSA/DYRS of a youth's significant violation status relative to conditions of release, termination of

services, case transfer, closure, etc. PSA will also provide timely notification to CSSD/CFSA/DYRS of a youth's loss of contact with PSA and/or a youth's failure to appear for a court appearance.

- 6) As appropriate, PSA agrees to work with CSSD/CFSA/DYRS in order to present an agreed-upon coordinated placement and/or service plan and history to the Court. In the event that an agreement cannot be reached between PSA and CSSD/CFSA/DYRS, staff must immediately e. g. , on the same day or the next business day, report the disagreement to their respective supervisors for prompt support toward a feasible resolution.
- 7) PSA clients who are placed on GPS may require special case planning with other agencies so that the conditions that supersede others are clearly defined between agencies with the client.
- 8) PSA monitors a youth's pending adult charge while committed with CFSA. Within five (5) business days of the youth's release date, CFSA will contact PSA and conduct a case plan for the ward's reentry into the community.
 - a. If the dual jacketed youth has a pending youth charge where he is securely detained pending trial or disposition PSA agrees to work with CSSD/CFSA/DYRS to present an agreed-upon coordinated placement for the youth within ten (10) business days. In the event that an agreement cannot be reached between PSA and CSSD/CFSA/DYRS, staff must immediately, e.g., on the same day or next business day, report the disagreement to their respective supervisor for prompt support towards a feasible resolution.

B. Department of Youth Rehabilitation Services (DYRS)

- 1) The assigned DYRS case manager or social worker will work collaboratively with the other Parties to create and execute a case plan and provide services for the youth and his or her family.
- 2) The DYRS case manager or social worker, to the extent feasible, will invite the respective worker from the other Party agencies to all team decision-making meetings or any other case planning meetings in reference to dual jacketed youths.
- 3) When possible, the DYRS case manager or social worker will consult with and notify the case managers of the other Party agencies of any planned or emergency change of placement prior to the placement change.
- 4) The DYRS case manager or social worker will make immediate contact with the case managers of the other Party agencies when there is imminent harm to the youth or when the youth poses an imminent significant risk of harm to the community.
- 5) The DYRS case manager or social worker will maintain biweekly contact with CSOSA/ PSA and any other relevant or appropriate agencies to ensure appropriate provision of

services and progress of the youth. All communications will be documented in the respective Party's information systems, including the placement of the youth in a residential facility.

- 6) The DYRS case manager or social worker will provide timely notification to the other Party agencies within two (2) business days of non-compliance, termination of services, case transfer, closure, or other actions that will effect dual supervision, including the placement of the youth in a residential facility.
- 7) The DYRS case manager or social worker will provide immediate notification to the case managers of the Party agencies and any other designated persons when a youth absconds from a DYRS placement and/or fails to appear for a youth court proceeding.
- 8) As appropriate, and to the extent possible, each Party agrees to present an agreed-upon unified placement and or service plan and history to the Court.
- 9) Upon the release of a dual jacketed youth from prison or a Residential Treatment Facility, the DYRS Team Decision Making Coordinator or Case Manager /Social Worker will invite the adult Probation/Parole Officer/ PSO to attend the meeting and contribute to the case plan for the youth's reentry back into the community.
- 10) In cases where the services provided to a youth are contracted through a Lead Entity, the DYRS Case Manager or Social Worker will maintain the responsibility as the primary point of contact with those providers as well as maintain the role as primary supervisor of the youth. The case manager/social worker will provide the adult probation/parole officer with monthly reports regarding the youth's compliance. When the youth is not compliant with the services provided and conditions of his or her DYRS Community Placement Agreement (CPA), DYRS will provide notice within two (2) business days for all non-compliance with services and CPA, including serious infractions such as GPS tampering, placement disruptions, and abscondences.
- 11) In cases where the services supplied to a youth are provided by PSA and CSOSA, the adult pretrial/probation/parole officer will maintain the responsibility as the primary point of contact with the service providers as well as maintain the role as primary supervisor of the youth. The pretrial/probation/parole officer will provide monthly reports regarding the youth's compliance to the DYRS case Manager. When the youth is not compliant with the services provided and conditions of probation, the pretrial/probation/parole officer will provide notice of the non-compliance to DYRS within two (2) days of the agency's notification of violation(s). For serious infractions of pretrial/parole/probation, notification will occur within (2) business days of the agency's notification of violation(s).
- 12) In the event an agreement cannot be reached between the Parties' staff charged with joint case planning and/or coordinating responsibilities, the staff on the same date or the next business day of the matter not being resolved must report the disagreement to their respective supervisors for prompt resolution.

C. Court Social Services Division (CSSD)

- 1) The assigned CSSD probation officer will work collaboratively with the other Parties to ensure case planning, services and supervision for the youth occurs.
- 2) The CSSD probation officer, to the extent feasible, will invite the respective worker from the other Party to all youth probation conferences or any other case planning meetings in reference to dual jacketed youths. However, the youth's case plan shall not be amended, unless it is determined by the youth's probation officer that modification(s) of the plan is needed to meet the goals of the youth's disposition.
- 3) The CSSD probation officer shall consult with and notify the social worker/case manager/probation officer representing the other Party (ies) of any planned or emergency change of Court ordered placement prior to the placement change.
- 4) The CSSD probation officer shall maintain biweekly contact with other Parties to ensure appropriate provision of services. All communications will be documented in the respective Party's information systems as well as in JUSTIS.
- 5) The CSSD probation officer shall provide timely notification to the other Parties of non-compliance, termination of services, case transfer, closure, etc. Note: CSSD shall not be required to request an extension of the period of youth probation beyond the period in effect at the time that the matter becomes a dual jacketed case.
- 6) As appropriate, and to the extent possible, each Party agrees to present an agreed-upon unified placement and or service plan and history to the Court.

D. Child and Family Service Agency (CFSA)

- 1) The assigned CFSA social worker will work collaboratively with the other Parties to create and execute a case plan and provide services for the youth and his or her family.
- 2) The CFSA social worker will invite the respective workers from the other Parties to all family team meetings, or any other case planning meetings in reference to youths who have adult criminal charges.
- 3) The CFSA social worker will consult with and notify the case managers of the other Parties of any planned or emergency change of placement prior to the placement change.
- 4) The CFSA social worker will maintain biweekly contact with CSOSA/ PSA/DYRS and any other relevant or appropriate agencies to ensure appropriate provision of services and progress of the youth. All communications will be documented in the respective Party's information systems.
- 5) The CFSA social worker will provide notification within two (2) days to the other Parties of non-compliance, termination of services, case transfer, compliance, and closure.
- 6) The CFSA social worker will provide notification within 24 hours to the case managers of the

Parties and any other designated persons when a youth absconds from a CFSA placement.

- 7) As appropriate, and to the extent possible, each Party agrees to present an agreed-upon unified placement and/or service plan and history to the Court
- 8) In the event an agreement cannot be reached between the Parties' staff charged with joint case planning and/or coordinating responsibilities, the staff on the same date or the next business day of the matter not being resolved must report the disagreement to their respective supervisors for prompt resolution. If not resolved by the respective supervisors, a team meeting shall convene so the team can reach an agreement.
- 9) Whenever possible the coordinated plan should move the young person toward release to or reunification in a stable and nurturing family like setting.

E. Court Services and Offender Supervision Agency (CSOSA)

- 1) The assigned CSOSA Community Supervision Officer (CSO) will work collaboratively with the other Parties to create and execute a case plan and provide services for the youth and his or her family.
- 2) The CSOSA CSO will invite the respective workers from the other Parties to all family team meetings, or any other case planning meetings in reference to youths who have adult criminal charges.
- 3) The CSOSA CSO will consult with and notify the case managers of the other Parties of any planned or emergency change of placement prior to the placement change.
- 4) The CSOSA CSO will maintain biweekly contact with CFSA/PSA/DYRS and any other relevant or appropriate agencies to ensure appropriate provision of services and progress of the youth. All communications will be documented in the respective Party's information systems.
- 5) The CSOSA CSO will provide notification within two (2) days to the other Parties of non-compliance, termination of services, case transfer, and closure.
- 6) The CSOSA CSO will provide notification within 24 hours to the case managers of the Parties and any other designated persons when a youth absconds from a CSOSA placement.
- 7) As appropriate, and to the extent possible, each Party agrees to present an agreed-upon unified placement and/or service plan and history to the Court.
- 8) Prior to release or upon placement or supervision with CSOSA of a committed youth under the age of 21 from prison or a Residential Treatment Facility, the adult Probation/Parole Officer will connect with the CFSA social worker to plan a joint pre-release planning meeting and contribute to the case plan for the client's reentry into the community.

- 9) In cases where the services supplied to an offender are provided by CSOSA, the adult community supervision officer will maintain the responsibility as the primary point of contact with the service providers as well as maintain the role as primary supervisor of the ward. The community supervision officer will provide monthly contact and information sharing regarding the youth's compliance to the CFSA Social Worker, PSA Pre-Trial Officer, and or DYRS Case Worker. When the youth is not compliant with the services provided and/or conditions of probation, the community supervision officer will provide notice of the non-compliance to CFSA within two (2) days.
- 10) In the event an agreement cannot be reached between the Parties' staff charged with joint case planning and/or coordinating responsibilities, the staff on the same date or the next business day of the matter not being resolved must report the disagreement to their respective supervisors for prompt resolution.
- 11) Whenever possible the coordinated plan should move the youth toward release to or reunification in a stable and nurturing family like setting.

VI. ADMINISTRATIVE PROVISIONS

A. Anti-Deficiency Act

Nothing contained in this MOA shall be construed to obligate any Party to any expenditure or obligation of funds in excess or advance of appropriations, in accordance with the Federal Anti-Deficiency Act, 31 U.S.C. §1341 (federal and DC Parties); and the District of Columbia Anti-Deficiency Act, D.C. Official Code §§ 47-355.01-355.08 (2001) (DC Parties only), as the foregoing statutes may be amended from time to time, regardless of whether a particular obligation has been expressly so conditioned.

B. Controlling Regulations and Laws

Each Party understands that the provisions of this MOA are subject to federal and local laws of the District of Columbia. The Parties shall comply with all applicable laws, regulations, and rules, whether in force at the time of the execution of this MOA or subsequently enacted or promulgated during the period this MOA is in effect, including but not limited to federal and D.C. laws governing the disclosure of drug/alcohol treatment records, mental health, and other sensitive and personally identifiable information. Nothing in this MOA shall be construed as in any way impairing the general powers of the Parties for supervision, regulation, and control of their respective youth.

C. No Rights Created

This MOA does not and shall not be construed to create any rights, substantive, or procedural, enforceable at law by any person in any matter, civil or criminal.

D. No Third-Party Beneficiary

This MOA shall not and is not intended to benefit or to grant any right or remedy to any person or entity that is not a Party to this MOA.

E. Existing Obligations Not Affected

This MOA is not a substitute for any statutory, regulatory or policy obligation a Party may have. Any such obligations an agency may have are still binding on that Party.

F. Liability/Indemnification

Each Party is responsible for its own conduct under this MOA, and retains all rights, benefits, privileges, defenses, including immunities, available under applicable federal and the District of Columbia law. No Party agrees to insure, defend, or indemnify any other.

G. Confidential Information

The Parties to this MOA will use, restrict, safeguard, and dispose of all information related to services provided by this MOA, in accordance with all relevant federal and local statutes, regulations, and policies. Information provided by any Party in the performance of responsibilities associated with the performance of this MOA shall remain the property of that Party.

H. Publicity and Media

Publicity releases and/ or media interviews in connection with the activities credited to this MOA shall not be undertaken by any Party without consultation with the other Parties' designated official(s) responsible for public/ media affairs.

I. Effective Date

This MOA is effective upon signing by the last Party and shall remain in effect thereafter unless modified or terminated. The agreement will not be limited by the departure of a Party.

J. Modification and Termination

This MOA may be modified at any time by written consent of all Parties, and may be terminated by any Party upon 60 days advance written notice by the terminating Party to the remaining Parties. Additionally, all Parties agree to provide reasons for termination and agree to meet during the interim period for the purpose of renegotiation or modification of the MOA. The MOA will not be terminated by the departure of any single Party.

K. Full Agreement and Merger

The terms and conditions of this MOA constitute the full and complete agreement among the Parties. No other verbal or written agreement shall, in any way, vary or alter any provision of this MOA unless all Parties consent to vary or alter the provision in a signed writing.

L. Dispute Resolution and Governing Law

ATTACHMENT "A" POINTS OF CONTACTS

Child and Family Services Agency

Lia Walker
Community Partnership Administrator 202 727.3443

Michelle Frazier
Permanency Administrator 202 645-6547

Sarah Thankachan
Office of Youth Empowerment 202 442--6174

Court Services and Offender Supervision Agency

Yolanda Bethea
Acting Associate Director, Community
Supervision Services (CSS) 202.585.7339

Debra Kafami
Deputy Associate Director, CSS 202.585.7403

Renard Brown
Program Analyst 202.585.7374

Court Social Services Division

Jacqueline Wright
Program Manager, Region -1 202.508.1819

Pauline Francis
Program Manager, Intake 202.879.4742

Vonda Frayer
Youth Intake Unit I (Moultrie Courthouse)
Supervisory Probation Officer 202.879.4786

Mark Jackson
Youth Intake Unit II (Youth Serv Cen. Olivet
Rd.), Supervisory Probation Officer 202.409.1690

Criminal Justice Coordinating Council

Charisma X. Howell, Deputy Executive Director 202.442.7739

Department of Youth Rehabilitation Services

Garine Dalce, Deputy Director of Youth and 202.299.3923 (office)
Family Services 202.805.7790 (cell)

Julie Ennis, Program Manager, Case 202.299.3928 (office)
Management Division

Pretrial Services Agency

For information concerning new arrests or intake
matters: PSA Diagnostic Units (24/7 operation)

Janeth Munoz, Court Services Program Manager 202.585.7028
202.585.7030
202.585.7073

For information concerning cases being handled
within PSA's supervision area:

PSA Supervision Program 202.585.7955
Cynthia Cummings, Supervision Program 202.442.1668
Manager

For information for cases involving persons with
substance abuse and/or mental health issues:
PSA Treatment Program 202.220.5505
Michael McGuinness, Treatment Program 202.220.5509
Manager

The Parties shall attempt in good faith to resolve any dispute arising out of or relating to this MOA promptly by negotiations between executives who have authority to settle the controversy. If the Parties cannot resolve their dispute through good faith negotiations, the Parties agree that in any legal action arising under this MOA, the applicable federal and District laws shall apply and the venue will be in the United States District Court for the District of Columbia.

M. Jointly Drafted

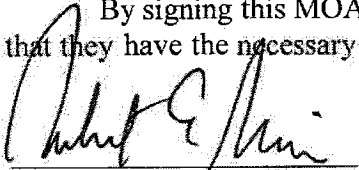
This MOA shall be deemed to have been drafted by all Parties, and in the event of a dispute, shall not be construed against any individual Party.

N. Notices

All notices related to this MOA shall be sent by the most expeditious means available, including but not limited to email, overnight courier, facsimile, certified or registered mail to the addresses set forth below. Notice shall be deemed delivered when received by the other Party. The individuals listed in "Attachment A" are the points of contact for each Party.

VII. SIGNATORY PROVISION

By signing this MOA on behalf of the Parties, the signer represents and warrants that they have the necessary authority to bind the participating agency for which they sign.



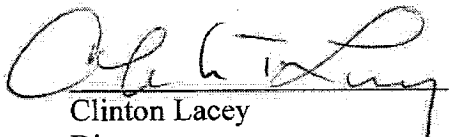
Robert E. Morin
Chief Judge
Superior Court of the District of Columbia

1/13/17
Date



Nancy Ware
Director
Court Services and Offender Services
Agency for the District of Columbia

1/12/2017
Date



Clinton Lacey
Director
D.C. Department of Youth
Rehabilitation Services

1/24/17
Date



Brenda Donald
Director
D.C. Child and Family Services Agency

1.17.17
Date



Clifford T. Keenan
Director
Pretrial Services Agency

1/13/2017
Date



Mannone Butler
Executive Director
Criminal Justice Coordinating Council

1.13.17
Date

17

400245



MPD SYSTEM ACCESS "WALES"

METROPOLITAN POLICE DEPARTMENT

**MEMORANDUM OF UNDERSTANDING
BETWEEN
METROPOLITAN POLICE DEPARTMENT
AND
DC CHILD AND FAMILY SERVICES AGENCY**

Last Updated: May 2017
Office of the Chief Technology Officer



**MEMORANDUM OF UNDERSTANDING
BETWEEN
DISTRICT OF COLUMBIA METROPOLITAN POLICE DEPARTMENT
AND
DC CHILD AND FAMILY SERVICES AGENCY**

MPD SYSTEM ACCESS "WALES"

This Memorandum of Understanding dated _____, 20__ (hereinafter the "MOU") is entered between the District of Columbia Metropolitan Police Department (hereinafter the "MPD") and the user agency DC CHILD AND FAMILY SERVICES AGENCY (hereinafter known as "USER AGENCY"). The purpose of this MOU is to set forth the policy and procedures for the exchange of the data by the participating parties in an information sharing initiative.

I. SCOPE OF SERVICES

To gain access to various computerized indexes of documented criminal justice information through three major data bases, Washington Areas Law Enforcement System (WALES), National Crime Information Center (NCIC) and National Law Enforcement Telecommunications System (NLETS). To improve on sharing of criminal justice information to enable the criminal justice community to obtain information timely and be more effective in sharing critical information resulting in more arrest, less crime and less liability and better quality of life for all.

II. RESPONSIBILITIES OF MPD

1. Through WALES, the MPD agrees to furnish to the USER AGENCY such Criminal Justice Information as is available to WALES, the NCIC files and through NLETS.
2. The MPD will provide direction, assistance and direct access to various computerized indexes of documented criminal justice information through all three major databases.
3. The MPD, as the Administrator of the systems will be responsible for providing the information, oversight, compliance and associated connection fees to NCIC/NLETS and all cost necessary to manage the operations of the program.

III. RESPONSIBILITIES OF USER AGENCY

1. The USER AGENCY agrees to abide by all present rules, policies and procedures of



WALES as well as those of NCIC as approved by the NCIC Advisory Policy Board; and NLETS as approved by the NLETS governing board; and any rules, policies and procedures hereinafter adopted by WALES, NCIC or NLETS.

2. The USER AGENCY shall recognize and acknowledge the need to protect the privacy and Confidentiality of Criminal Justice Information and the necessity for protecting and preserving the integrity of such information by preventing access by unauthorized personnel and inappropriate use by all user personnel.
3. The USER AGENCY agrees to allow MPD to perform equipment inspections and systematic audits of their Criminal Justice Information and will cooperate to the fullest extent in correcting or canceling any deficiencies or discrepancies.
4. The USER AGENCY is restricted from using terminal equipment that is connected to a modem and/or a dial-up mechanism. No exceptions to this policy are authorized unless the USER AGENCY obtains the express approval of the WALES/NCIC CJIS Systems Officer.

IV. DATA MANAGEMENT STANDARDS

A. Hit Confirmations

1. When an agency receives a record in response to an NCIC/WALES inquiry and the whereabouts of the query is known and located, the entering agency shall confirm that the subject or article remains wanted and the record is still valid. A WALES/NCIC hit may not be probable cause to arrest alone. However, a hit confirmation with the entering agency may be adequate grounds to recover an article. A hit confirmation can only be confirmed by the entering agency. To confirm a hit means: to verify that report is still valid and outstanding; the article or person inquired upon is identical to the record; and possession has taken place. There are two levels of priority; "Urgent and Routine." When Urgent, a hit must be confirmed in 10 minutes or less. When Routine, the hit should be confirmed within 1 hour. All Agencies must make themselves familiar with all the regulations in this regard.
2. Every agency that enters records destined for NCIC 2000 must assure that hit confirmation is available for all records, except III records, 24 hours a day either at that agency or through a written agreement with another agency at its location. To facilitate compliance with hit confirmation requirements, the originating agency must be available 24 hours a day to confirm its record entries. Nonterminal agencies must sign a "Holder of the Record" agreement with a 24-hour agency delineating the responsibility for hit confirmation. Originating agencies that are not available 24 hours must place instructions for after-hour hit confirmation, e.g. a 24-hour contact telephone number or an Originating Agency Identifier (ORI) in the Miscellaneous Field.



3. Upon receipt of a hit confirmation request, the ORI of the record must furnish a substantive response within the designated timeframe, i.e., a positive or negative confirmation or notice of the specific amount of time necessary to confirm or reject. Hit confirmation procedure is based on two levels of priority: Urgent and Routine.
Priority 1: Urgent – The hit must be confirmed within 10 minutes.
Priority 2: Routine – The hit must be confirmed within 1 hour.
4. Any agency which receives a record(s) in response to an NCIC inquiry must confirm the hit on any record(s) which appears to have been entered for the person or property inquired upon prior to taking any official actions based upon the hit NCIC record:
1) arresting the wanted person, 2) detaining the missing person, 3) seizing the stolen property, 4) charging the subject with violating a protection order, 5) denying the subject the purchase of a firearm, or 6) denying the subject access to explosives as regulated under the Safe Explosives Act. Additionally, an agency detaining an individual on local charges where the individual appears identical to the subject of the wanted person record *and is within the geographical area of extradition* must confirm the hit.
5. Confirming a hit means to contact the agency that entered the record to:
 - A. Ensure that the person or property inquired upon is identical to the person or property identified in the record;
 - B. Ensure that the warrant, missing person report, protection order, or theft report is still outstanding; and
 - C. Obtain a decision regarding: 1) the extradition of a wanted person when applicable, 2) information regarding the return of the missing person to the appropriate authorities, 3) information regarding the return of stolen property to its rightful owner, or 4) information regarding the terms, conditions, and service of a protection order.
6. For MPOs hit confirmation would not be required, as NCIC policy only requires hit confirmation when taking official action based on the order. However, local, state, federal, and tribal authorities would be aware of the military protective order which would enhance officer safety, and could then notify the entering agency (military law enforcement) that would take appropriate action.
7. Every agency upon taking a person into custody, identifying a missing person, or acquiring property, after confirming the hit, must place a locate on the corresponding NCIC record(s).



8. Exception: If the missing person has been positively identified by partial body parts, the locating agency should determine if the entering agency wants the record to be located. The record may remain in NCIC for future positive identification in the event additional body parts are subsequently recovered.
9. The only exceptions to placing a locate message occurs when the hit contains a no extradition indication or an extradition limitation indication and the agency finding the person is outside the geographical area of extradition. In such a case, the record should not be located.
 - A. EXTR indicates that the subject will be returned to the wanting agency and must be included in the locate message when:
 - 1) The agency that entered the record advises that the apprehended/located person will be extradited or picked up intrastate.
 - 2) Or the person is wanted by a federal agency and has been apprehended /located by federal or local authorities.
 - B. NOEX indicates that the subject will not be returned to the wanting agency and must be included in the locate message when:
 - 1) The agency that entered the record advises that the apprehended/located person will not be extradited based on circumstances at the time of apprehension/location.
 - 2) Or the apprehending/locating agency has received no information concerning an extradition decision after making a concerted effort to obtain such information.
 - C. DETN indicates that the subject is being detained and will be returned to wanting agency upon release and must be included in the locate message when:
 - 1) The locating agency intends to hold the subject on local charges.
 - 2) The wanted person has been found in a government holding facility, such as in prison.
 - D. Before the Hit Confirmation process is executed an agreement between agencies must be established. Agencies must be identified within a separate agreement that addresses Hit Confirmation procedures. Responsibilities must be delineated and/or outlined how the process is accomplished.

B. Timelines, dissemination, and logging of information

Essential to quality control of the data, records must be entered, modified, and removed as soon as possible after information is available, processed and transmitted in accordance with policy as established by the MPD. All information released or



disseminated must be in accordance with applicable laws and regulations and a record of the criminal history is maintained. Records must be entered promptly to ensure maximum system effectiveness. The accuracy of a record must be double-checked by a second party. A log must be maintained for a minimum of 1 year on all NCIC and III transactions.

C. Validation

The Validation process requires the ORI or entering agency of the record to confirm that the record is complete, accurate and still outstanding or active. The ORI must review the original entry and current support documents and recent consultation with any appropriate complainant, victim, prosecutor, court, motor vehicle registry file or appropriate source or individual and a decision has to be made to retain the record. The agency validation procedures must be formalized and must be on file for viewing doing an audit. This pertains to the following files, Wanted/Missing/Unidentified Persons; Boat/License Plate/Part/Vehicle; Gun; and Securities. The certification of validation must be returned to the MPD from the USER AGENCY within 45 days of the date from the validation package was mail from the MPD to the USER AGENCY.

V. CONFIGURATION MANAGEMENT

A. CJIS Security Standards

1. The CJIS Security Policy was written and approved by the FBI Director in 2010 as a result of a recommendation from the Advisory Policy Board (APB). It requires, among other things, specific technical security controls, configuration management, activities and procedures per security incidents. The CJIS Security Policy provides the minimum level of I.T. security requirements determined acceptable for the transmission, processing, and storage of CJIS data. The minimum security requirement set forth shall not infringe upon the authority of a CJIS Agency or an Interface Agency to invoke a more stringent policy.
2. The CJIS Security Policy requires a minimum of 128 bit encryption with NIST, CSL certification of the cryptographic modules to ensure it meets FIPS Publication 140-2 for security requirements for Cryptographic Modules. All External Agencies shall review this policy and standards and meet and maintain the appropriate standards for encryption and authentication as directed by the CSA.
3. In follow up to 5.7.1.2 of the CJIS Security Policy, all External Agencies (USER AGENCIES) shall provide a complete topological drawing, reflecting the interconnectivity of the interface Agency's network configuration. The topological report shall provide for an annotation of the number of clients and their ORI



designation; logical location of all components (e.g., firewalls, routers, switches, hubs, servers, encryption devices, and computer workstations, but not individual workstations. This report shall have "For Official Use Only" (FOUO) markings and must be dated.

4. As per the CJIS Security Policy, any procurement or upgrade for a system which is considered part of or is accessing a criminal justice information system between secure locations via the internet, wireless, or dial in connection from a remote location, shall use at a minimum, a Virtual Private Network, (VPN) or any combination of security tools that will provide approval encryption and advanced authentication as define in this policy.

VI. CONNECTION & EQUIPMENT REQUIREMENTS

1. The MPD shall have the right to require at the expense of the USER AGENCY in order to facilitate the provision of services as outlined herein, to the User, the installation of an internet router capable of providing a "site to site" Virtual Private Network (VPN) with Triple DES encryption. If an internet connection is not available or is in violation of your security policy, a point to point T1 may be substituted, though not preferred. Additional costs may be involved and are the sole responsibility of the USER AGENCY. For consideration in part of services hereinafter provided to the USER AGENCY, management and utilization of said line or device should be at the sole discretion of the CSA.
2. WALES, through the Metropolitan Police Department, shall as necessary set technical standards and operational specifications for the equipment to be utilized by the USER AGENCY (USER AGENCY). This is necessary in order to ensure maximum compatibility of equipment between WALES and the User. Compatibility problems can precipitate serious disruption of service to the USER AGENCY and in some instances to other users. Such specifications shall apply to all equipment old or new which is expected to be linked with WALES. All equipment which is to be utilized pursuant to this agreement on the User end of the WALES/User link (except if applicable, those items which are rented or leased to WALES) shall be provided by and installed at the expense of the USER AGENCY.
3. Standards and specifications are not intended to necessitate that the USER AGENCY acquire equipment from a specific manufacturer. MPD (WALES) may, however, at the request of the USER AGENCY make recommendations as to specific items of equipment in order to assist the User. WALES at its discretion and upon written notification to the USER AGENCY, reserves the right to temporarily discontinue services to any USER AGENCY in the event that equipment in use by the USER AGENCY is responsible for disruptions of service either to the USER AGENCY himself



or to other Users. During any such suspension of service, the USER AGENCY shall continue to be responsible for certain ancillary costs associated with the provision of services.

4. MPD, at its option, shall restore services to the USER AGENCY upon correction of the problem which was the justification for temporary cessation of services or upon satisfactory assurance to WALES by the User that the problem is being remedied.

MPD shall be under no obligation to attempt to bring any USER AGENCY (User) on-line with User supplied equipment not previously and specifically authorized by MPD.

VII. NOTICE

Any notice under this Agreement shall be in writing and be delivered in person or by public or private courier services or certified mail with return receipt requested or by facsimile. All notices shall be addressed to the parties at the following addresses or all such addresses as the parties may from time to time direct in writing.

VIII. SECURITY AWARENESS TRAINING

Basic security awareness training shall be required within six months of personnel access to Criminal Justice Information identified in this MOU. The training will include baseline security awareness as well as responsibilities and expected behavior in regards to intelligence usage.

IX. LEGAL AUTHORITY FOR MOU

(D.C. Official Code § 1-301.01(k) (2010 Supp.). [If the USER AGENCY or CJIS Security Agency is a federal agency, the legal authority is D.C. Official Code § 1-301.01(j) (2014 Repl.)]

X. NON-DISCRIMINATION

The parties shall abide by the provisions of Executive Order 11246, as amended; Title VI of the Civil Rights Act of 1964, as amended (78 Stat. 252; 42 U.S.C. §§ 2000 et seq.); Title Y, Section 504 of the Rehabilitation Act of 1973, as amended (87 Stat. 394; 29 U.S.C. § 794); the Age Discrimination Act of 1975, as amended (89 Stat. 728; 42 U.S.C. §§ 6101 et seq.); and with all other Federal laws and regulations prohibiting discrimination on the grounds of race, color, national origin, disability, religion, or sex, in employment and in providing facilities and services to the public. Nothing in the advertising for employees shall be done which prevent those covered by these laws from qualifying for employment.



XI. ANTI-DEFICIENCY ACT

The Parties acknowledge and agree that nothing in this MOU creates a financial obligation in anticipation of an appropriation and that all provisions of this MOU, or any subsequent agreement entered into by the parties pursuant to this MOU, are and shall remain subject to the provisions of (i) the federal Anti-Deficiency Act, 31 U.S.C. §§ 1341, 1342, 1349, 1351, (ii) the District of Columbia Anti-deficiency Act, D.C. Official Code §§ 47-355.01-355.08, (iii) D.C. Official Code § 47-105, and (iv) D.C. Official Code § 1-204.46, as the foregoing statutes may be amended from time to time, regardless of whether a particular obligation has been expressly so conditioned.

XII. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

XIII. AMENDMENTS AND MODIFICATIONS

This MOU may be amended or modified only upon prior written agreement of the Parties. Amendments or modifications shall be dated and signed by the authorized representatives of Parties identified in this MOU.

XIV. SUSPENSION OF SERVICE

MPD reserves the right to immediately suspend furnished criminal justice information to the USER AGENCY when the rules, policies or procedures identified in this MOU have been violated. During any such suspension of service, the USER AGENCY shall continue to be responsible for certain ancillary (if appropriate) costs associated with providing services. MPD may reinstate the furnishing of criminal justice information in such instance upon receipt of satisfactory assurances that such violation has been corrected to the satisfaction of MPD.

XV. EFFECTIVE DATE/DURATION

This MOU shall become effective when the duly authorized representatives of parties have all endorsed the MOU. The duration of this MOU remains in effect until modified or unless one or both parties decide to terminate agreement.



XVI. MODIFICATIONS

This MOU may be modified upon the mutual written consent of the duly authorized representative of both parties. However, the parties may, without the need of formal MOU modification, cooperatively address and resolve administrative, technical and operational details relating to this MOU; provided that any such resolution does not conflict with the spirit, intent or provisions of this MOU; and could not reasonably be viewed as particularly sensitive, controversial, or objectionable by one or more parties.

XVII. COMPLIANCE AND MONITORING

USER AGENCY will be subject to scheduled and unscheduled monitoring reviews to ensure compliance with all applicable requirements. USER AGENCY agrees to allow MPD to perform equipment, security, facility and systematic audits of their criminal justice information and will cooperate to the fullest extent in correcting or canceling any deficiency or discrepancies.

XVIII. TERMINATION

The MOU may be terminated at any time by mutual written agreement of the duly authorized representatives of either party. A duly authorized representative may also terminate the party's participation in the MOU upon written notice to MPD of not less than thirty (30) days.

XIX. CONFIDENTIAL INFORMATION

The Parties to this MOU will use, restrict, safeguard and dispose of all information related to services provided by the MOU in accordance with all relevant federal and local statutes, regulations, and policies. Information received by either Party in the performance of responsibilities associated with the performance of this MOU shall remain the property of MPD.



IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

Metropolitan Police Department

Signed:

Peter A. Newsham
Chief of Police
Metropolitan Police Department
Government of the District of Columbia
Washington, D.C.

JUL 21 2017

Date

DC Child and Family Services Agency

Signed:

Brenda Donald
Director
Child and Family Services Agency
Government of the District of Columbia
Washington, D.C.

5-19-17

Date

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MPD SYSTEM ACCESS "Records Management System"

METROPOLITAN POLICE DEPARTMENT

**MEMORANDUM OF UNDERSTANDING
BETWEEN
METROPOLITAN POLICE DEPARTMENT
AND
DC CHILD AND FAMILY SERVICES AGENCY**

**Last Updated: May 2017
Office of the Chief Technology Officer**



MEMORANDUM OF UNDERSTANDING

BETWEEN

DC CHILD AND FAMILY SERVICES AGENCY

AND

DISTRICT OF COLUMBIA METROPOLITAN POLICE DEPARTMENT

MPD SYSTEM ACCESS "Records Management System"

This Memorandum of Understanding dated _____, 20__ (hereinafter the "MOU") is entered between the District of Columbia Metropolitan Police Department (hereinafter the "MPD") and the user agency DC CHILD AND FAMILY SERVICES AGENCY (hereinafter known as "USER AGENCY"). The purpose of this MOU is to set forth the policy and procedures for the exchange of the data by the participating parties in an information sharing initiative.

I. ASSIGNMENT

Neither party shall assign or delegate its rights and obligations under this Agreement or any party hereof without prior written consent of the on assigning or non-delegating party.

II. SCOPE OF SERVICES

The District of Columbia Metropolitan Police Department employs software Record Management System (RMS) that integrates arrest reports and law enforcement information into a cohesive database. With the growing demand from state and federal agencies for more detailed and accurate incident reports, law enforcement and emergency services have had to become increasingly more technologically savvy in an effort to improve efficiency while reducing time and paperwork.

III. RESPONSIBILITIES OF MPD

The District of Columbia Metropolitan Police Department agrees to the following provisions:

1. MPD shall support, supply and expedite concerns for RMS related questions and issues.
2. MPD shall maintain all system environment and requirements (e.g. test, training, production and follow up).
3. MPD shall set-up up to two system administrators for USER AGENCY and its



members.

4. MPD shall set-up user permissions and maintains the base configurations for RMS interface.
5. MPD shall provide a data dictionary and copies of data tables pertaining to USER AGENCY records for purpose of reporting data from RMS (see Section 1.B. 19)
6. MPD shall compose language and provide basic training proficiencies to 8-10 USER AGENCY members. Certified members are expected to train authorized members through Train-the Trainer model.
7. MPD shall notify USER AGENCY of all system updates, system outages and maintenance updates and/or revisions as soon as the event is scheduled or MPD is aware that there is an emergency or urgent issue where remedy is warranted.
8. MPD shall maintain the charge data to remain in compliance with District of Columbia and Federal Charges.
9. MPD shall accommodate charges providing the USER AGENCY forwards MPD a reference for the related District of Columbia or Federal /United States Criminal Code.
10. MPD shall provide resolution to usability priority 1 questions and/or concerns to RMS support staff.
11. MPD shall disseminate directives, training and/or user manuals, best practice guidelines, and quick references related to RMS reporting practices for modules that USER AGENCY is accessing.
12. MPD shall disseminate a list current development /patch requests with USER AGENCY upon written request.

IV. RESPONSIBILITIES OF USER AGENCY

USER AGENCY must convene with MPD upon advancing a proposal or request for connectivity or transmission. The forum will serve to outline responsibilities and/or procedural guidelines of USER AGENCY pertaining to RMS related matters. USER AGENCY must adhere to the following:

1. USER AGENCY shall appoint a Terminal Agency Coordinator (TAC) or Point of Contact (POC) to ensure security awareness and system proficiencies.
2. USER AGENCY/TAC shall ensure terminal operators/ personnel granted permissions to RMS must change password every 90 days.
3. User Agency/TAC is responsible for ensuring that training mandates are deployed to terminal operators/personnel before access is granted to RMS.
4. USER AGENCY shall ensure that RMS user accounts are restricted to the lowest level of privileges and access.
5. USER AGENCY shall monitor usage of RMS information by authorized personnel that all data is being appropriately administered.
6. USER AGENCY shall adhere to MPD operational guidelines as they pertain to user



permissions and/or entry practices.

7. USER AGENCY/TAC shall monitor the execution of queries and/or usage of RMS request.
8. USER AGENCY is responsible for safeguarding RMS data from the public view. Data is only to be shared with authorized RMS users. Data shall not be disseminated to other law enforcement agencies, un-authorized personnel without written consent approved by MPD.
9. USER AGENCY shall monitor own reports to ensure accuracy and completeness of data.
10. USER AGENCY shall reconcile or compare case numbers/CCN with USER AGENCY criminal justice personnel request from Office of Unified Communication (OUC).
11. USER AGENCY shall ensure terminal operators/personnel adhere to the procedures set-forth by MPD General Orders revealed in Field Reporting.
12. USER AGENCY shall immediately notify MPD members/detectives via telephone or email of any offenses queried or ascertained during research that need to be investigated after the research has been taken.

USER AGENCY shall report own field activity, incident, and arrest statistics (excluding those related to violent crimes) in response to formal Freedom of Information Act (FOIA) and informal requests from their governing bodies, the media and general public. USER AGENCY shall comply with District of Columbia and Federal Laws, rules and regulations.

V. SECURITY AWARENESS TRAINING

Basic security awareness training shall be required within six months of personnel access to Criminal Justice Information identified in this MOU. The training will include baseline security awareness as well as responsibilities and expected behavior in regards to intelligence usage.

VI. LEGAL AUTHORITY FOR MOU

(D.C. Official Code § 1-301.01(k) (2010 Supp.). [If the USER AGENCY or CJIS Security Agency is a federal agency, the legal authority is D.C. Official Code § 1-301.01(j) (2014 Repl.)]

VII. NON-DISCRIMINATION

The parties shall abide by the provisions of Executive Order 11246, as amended; Title VI of the Civil Rights Act of 1964, as amended (78 Stat. 252; 42 U.S.C. §§ 2000 et seq.); Title Y, Section 504 of the Rehabilitation Act of 1973, as amended (87 Stat. 394; 29 U.S.C. § 794); the Age Discrimination Act of 1975, as amended (89 Stat. 728; 42 U.S.C. §§ 6101



et seq.); and with all other Federal laws and regulations prohibiting discrimination on the grounds of race, color, national origin, disability, religion, or sex, in employment and in providing facilities and services to the public. Nothing in the advertising for employees shall be done which prevent those covered by these laws from qualifying for employment.

VIII. ANTI-DEFICIENCY ACT

The parties acknowledge and agree that nothing in this MOU creates a financial obligation in anticipation of an appropriation and that all provisions of this MOU, or any subsequent agreement entered into by the parties pursuant to this MOU, are and shall remain subject to the provisions of (i) the federal Anti-Deficiency Act, 31 U.S.C. §§ 1341, 1342, 1349, 1351, (ii) the District of Columbia Anti-deficiency Act, D.C. Official Code §§ 47-355.01-355.08, (iii) D.C. Official Code § 47-105, and (iv) D.C. Official Code § 1-204.46, as the foregoing statutes may be amended from time to time, regardless of whether a particular obligation has been expressly so conditioned:

IX. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

X. AMENDMENTS AND MODIFICATIONS

This MOU may be amended or modified only upon prior written agreement of the Parties. Amendments or modifications shall be dated and signed by the authorized representatives of Parties identified in this MOU.

XI. SUSPENSION OF SERVICE

MPD reserves the right to immediately suspend furnished criminal justice information to the USER AGENCY when the rules, policies or procedures identified in this MOU have been violated. During any such suspension of service, the USER AGENCY shall continue to be responsible for certain ancillary (if appropriate) costs associated with providing services. MPD may reinstate the furnishing of criminal justice information in such instance upon receipt of satisfactory assurances that such violation has been corrected to the satisfaction of MPD.



XII. EFFECTIVE DATE/DURATION

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XIII. MODIFICATIONS

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XIV. COMPLIANCE AND MONITORING

USER AGENCY will be subject to scheduled and unscheduled monitoring reviews to ensure compliance with all applicable requirements. USER AGENCY agrees to allow MPD to perform equipment, security, facility and systematic audits of their criminal justice information and will cooperate to the fullest extent in correcting or canceling any deficiency or discrepancies.

XV. TERMINATION

The MOU may be terminated at any time by mutual written agreement of the duly authorized representatives of either party. A duly authorized representative may also terminate the party's participation in the MOU upon written notice to MPD of not less than thirty (30) days.

XVI. CONFIDENTIAL INFORMATION

The Parties to this MOU will use, restrict, safeguard and dispose of all information related to services provided by the MOU in accordance with all relevant federal and local statutes, regulations, and policies. Information received by either Party in the performance of responsibilities associated with the performance of this MOU shall remain the property of MPD.



IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

Metropolitan Police Department

Signed:

A handwritten signature in black ink, appearing to read "Peter A. Newsham", written over a horizontal line.

Peter A. Newsham
Chief of Police
Metropolitan Police Department
Government of the District of Columbia
Washington, D.C.

JUL 21 2017

Date

DC Child And Family Services Agency

Signed:

A handwritten signature in black ink, appearing to read "Brenda Donald", written over a horizontal line.

Brenda Donald
Director
Child and Family Services Agency
Government of the District of Columbia
Washington, D.C.

5.19.17

Date

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MPD SYSTEM ACCESS "Criminal Justice Information"

METROPOLITAN POLICE DEPARTMENT

**MEMORANDUM OF UNDERSTANDING
BETWEEN
METROPOLITAN POLICE DEPARTMENT
AND
DC CHILD AND FAMILY SERVICES AGENCY**

Last Updated: May 2017
Office of the Chief Technology Officer



**MEMORANDUM OF UNDERSTANDING
BETWEEN
DC CHILD AND FAMILY SERVICES AGENCY
AND
DISTRICT OF COLUMBIA METROPOLITAN POLICE DEPARTMENT
MPD SYSTEM ACCESS "Criminal Justice Information"**

This Memorandum of Understanding dated _____, 20__ (hereinafter the "MOU") is entered between the District of Columbia Metropolitan Police Department (hereinafter the "MPD") and the user agency **DC CHILD AND FAMILY SERVICES AGENCY** (hereinafter known as "USER AGENCY"). The purpose of this MOU is to set forth the policy and procedures for the exchange of the data by the participating parties in an information sharing initiative.

I. SCOPE OF SERVICES

The Metropolitan Police Department (MPD) is the lead law enforcement agency within the District of Columbia. As such, MPD employs a variety of systems and databases to record track and monitor criminal justice information within the City.

The USER AGENCY seeks access to MPD's criminal justice data either through use of MPD's application system, through database extracts or a combination of both.

II. ACCESS TO AND USE OF CRIMINAL JUSTICE INFORMATION

1. USER AGENCY will be allowed access through a secured network connection that allows access to MPD'S network, application systems and data.
2. USER AGENCY may only use this access for official law enforcement purposes.
3. If a matter involves an actual or potential threat of terrorism, immediate danger of death or serious physical injury to any person, MPD shall be immediately notified of any and all dissemination of Criminal Justice Information (CJI) performed under this provision.
4. If a matter requires dissemination without delay to any appropriate federal, state, local or foreign government official for the purpose of preventing or responding to such a threat, MPD shall be immediately notified of any and all dissemination of Criminal Justice Information performed under this provision.
5. Agencies not a party of this MOU will not have access to Criminal Justice Information identified in this MOU unless previously authorized with a separate MOU.
6. Any request for reports or data from anyone other than a party to this MOU will be directed to MPD.
7. All access and use of criminal justice information through this MOU will include an audit capability that will log user activity.



8. USER AGENCY will designate a Terminal Agency Coordinator or Point of Contact (POC) that shall have access to that member agency's portion of the audit log.

III. RESPONSIBILITIES OF MPD

1. MPD administers the planning and implementation of access controls that transmit law enforcement systems and/or data with various criminal justice agencies.
2. As the local CSA (CJIS System Agency), MPD shall ensure through periodic assessment process that all requirements of CJIS Security Policy are met. Areas to be included in the audit process include:
 - a. Physical/Personnel Security and Access
 - b. Visitor Control
 - c. Security Awareness Training for USER AGENCY Staff utilizing the MPD on line Security Awareness Training program
 - d. Background investigations for USER AGENCY staff, vendors, and contractors
 - e. CJIS Security Breaches only
3. MPD shall generate a list of written results of all audits, inspections, and assessment findings related to compliance with CJIS Security Policy.
4. MPD shall classify the identified audit finding vulnerabilities as High, Moderate, and Low priorities.

IV. RESPONSIBILITIES OF USER AGENCY

1. USER AGENCY shall develop and maintain a security awareness training program for agency users.
2. USER AGENCY shall abide by all requirements of the FBI CJIS Security Policy as it relates to employees, vendors, contractors for system/site access, and system security. Areas to be included in the audit process include:
 - a. Physical/Personnel Security and Equipment Access
 - b. Visitor Control
 - c. Security Awareness training for USER AGENCY Staff utilizing the on line MPD Security Awareness Training program.
3. Background investigations for USER AGENCY staff, vendors, and contractors. USER AGENCY will participate in scheduled audits and inspections conducted with MPD. USER AGENCY will assist and provide the requested documentation for review to the audit personnel during the audit process. USER AGENCY shall remedy findings identified through the scheduled audit in timeline as follows:
 - a. High priority findings will be resolved within 30 days.
 - b. Medium priority findings will be resolved within 90 days.
 - c. Low Priority findings will be resolved in 180 days.
4. USER AGENCY shall assist in investigations related to identified CJIS breaches to determine cause.
5. The USER AGENCY shall recognize and acknowledge the need to protect the privacy and confidentiality of Criminal Justice Information and the necessity for protecting and



preserving the integrity of such information by preventing access by unauthorized personnel and inappropriate use by all user personnel.

6. The USER AGENCY shall not release or disseminate secondary Criminal Justice Information to another agency without the approval of MPD or unless that requesting agency is a party to this agreement.
7. The USER AGENCY agrees to allow MPD to perform equipment inspections and systematic audits of its Criminal Justice Information system and will cooperate to the fullest extent in correcting or canceling any deficiencies or discrepancies.
8. The USER AGENCY is restricted from using terminal equipment that is connected to a modem and/or a dial-up mechanism. No exceptions to this policy are authorized unless the Agency obtains the express approval of MPD.
9. USER AGENCY shall not alter or change information and/or intelligence shared by MPD.
10. If USER AGENCY downloads, stores and/or archives MPD data, the USER AGENCY is solely responsible for security and safeguard of information and shall adhere to MPD/Retention Guidelines accordingly.
11. Upon termination of this MOU all MPD data must be deleted from USER AGENCY's electronic and paper files.

V. SECURITY

1. USER AGENCY will be responsible for designating and overseeing those employees who have access to Criminal Justice Information.
2. USER AGENCY agrees to the same baseline security measures used for MPD security standards. USER AGENCY shall safeguard sensitive CJI accessed under this MOU. The USER AGENCY shall oversee and limit permissions to only those who need to know such information.
3. USER AGENCY shall immediately report inappropriate use of CJI and/or sensitive data to MPD.
4. Access to the Criminal Justice Information within the system is for official use only. The information is law enforcement sensitive.
5. USER AGENCY is responsible for training its authorized employees to access the system through the Train-the-Trainer model.
6. Before implementation of new or existing system upgrades, whether it pertains to modifications, involving databases, network, telecommunications equipment or facility infrastructure resulting in altering the environment, USER AGENCY should seek approval through the MPD.

VI. NETWORK HARDWARE

The USER AGENCY is responsible for providing and/or furnishing their own hardware, computer stations and web-based connectivity for its designated operators. The USER AGENCY is responsible for configuring its computers to conform to the access specifications of MPD.



VII. TERMINAL AGENCY COORDINATOR RESPONSIBILITIES

1. USER AGENCY shall designate a Point of Contact (POC) hereinafter referred to as Terminal Agency Coordinator (TAC) to act as liaison between MPD and USER AGENCY. Communications will consist of business matters related to CJI applications and/or network technical concerns.
2. USER AGENCY with multiple site locations and/or numerous operators that have access to Criminal Justice Information shall designate an individual hereinafter referred to as (Alternate TAC) for each site location. The TAC shall be responsible for assigning or designating Alternate TAC (A/TAC). The Alternate TAC shall be knowledgeable of all system proficiencies as well as requirements listed in this MOU. The Alternate shall be available for communication and/or assistance in the event the primary TAC is not available.
3. The Terminal Agency Coordinator (TAC) and/or Alternate Terminal Agency Coordinator (A/TAC) shall be responsible for the following:
 - a. The TAC shall be responsible for knowledge of system upgrades, modifications and/or conversions related to the transmission and/or operational procedures identified in this MOU. Communications on this matter must be shared with MPD before implementation.
 - b. Serves as liaison between MPD and USER AGENCY.
 - c. Monitor terminal behavior for those with access permissions to operate the system on a continuous basis. If misuse or inappropriate conduct is determined, note infraction(s) and immediately report to MPD.
 - d. USER AGENCY shall document and archive administrative reports in a secured environment for a period of one year. After one year the reports will be destroyed.
 - e. The TAC shall act as liaison between USER AGENCY and MPD during annual audits and other day-to day operations.
 - f. The TAC is granted access permissions to perform password resets for WALES. If assistance is needed in this area, only the TAC can request assistance from the MPD help desk.
 - g. Upon relinquishing TAC responsibilities, a brief formal written notification of resignation must be submitted on agency letterhead and advanced to MPD within fifteen business days.
 - h. The TAC is responsible for all aspects of training/re-certification of terminal operators. The TAC must monitor re-certification dates of terminal operators.
 - i. Users who are not proficient will not be granted access to the MPD systems.
 - j. The TAC is responsible for monitoring and securing the environment from unauthorized individuals.
 - k. The CJIS System Agency (CSA) shall be notified immediately by TAC of changes within network operations (see Security). A topology or network schematic must be re-submitted to MPD depicting modifications and/or alterations.
 - l. The TAC shall immediately notify MPD if it learns of any criminal infractions/arrests of terminal operators and/or personnel with duties named in this MOU.
 - m. The TAC is responsible for knowledge of system upgrades, modifications, and/or conversions related to the transmission and/or operational procedures identified in



this MOU. Communication on this matter must be shared with CSA and approval must be granted before implementation.

VIII. TRAINING

1. The USER AGENCY head shall designate an individual to act as a training officer. However, the overall responsibility for training of USER AGENCY personnel shall rest with the TAC. Staff personnel from within the MPD will initially train the TAC and any designated training officer.
2. Once the TAC and any designated training officer has been trained and certified, the TAC will be responsible for:
 - a. Conducting/coordinating the training of the USER AGENCY terminal operators. This shall include (within six months of employment or assignment) initial training, functional testing and testing of proficiency of all new terminal operators for compliance with policy and regulations named in this MOU.
 - b. Every two years conduct and/or provide in-service retraining, functional retesting and proficiency retesting of terminal operators for compliance with policy and regulations.
 - c. Documentation (identified during training) shall be completed and advanced to MPD annually listing who staff are trained/re-trained and found to be proficient.
 - d. USER AGENCY is responsible for outlining a training curriculum based on training provided and sanctioned by MPD. The syllabus should include pertinent USER AGENCY security mandates and be annually reviewed for relevancy and effectiveness.
 - e. The TAC and any designated training officer will in turn be required to biennially attend in-service training, functional retesting and proficiency retesting with the MPD.
 - f. Further communications on TAC and training requirements will be addressed during TAC Training.

IX. LOCAL AGENCY SECURITY OFFICER (LASO)

1. Each USER AGENCY head shall designate an individual to act as the Local Agency Security Officer (LASO). The USER AGENCY shall establish an information security structure that provides for a LASO. The LASO shall act as network/security coordinator and be the single point of contact between USER AGENCY and MPD on network security issues. The LASO shall manage the security responsibilities at the local agency. The LASO shall be responsible for reporting security violations to TAC, as well as coordinating startup, upgrades and/or modifications to the network or its applications.
2. The LASO shall:
 - a. Identify those responsible for transmission as well as those persons that operate or have access to MPD approved hardware, software, and firmware.
 - b. Supply a topology which demonstrates the security of the transmission as well as all hardware, nodes and mechanisms associated to connectivity.



- c. Protect the USER AGENCY information and information processing assets.
- d. Manage threats and incidents impacting the USER AGENCY information resources.
- e. Inform terminal operators of information security and privacy protection responsibilities.
- f. Coordinate with TAC to report to MPD any planning, enhancements and/or modification of system upgrades before measures are implemented.
- g. Vet employees and contractors engaged in the application and/or implementation of Criminal Justice Intelligence named in this agreement, whether physical, technical or indirectly to ensure they fall under the guidelines in this MOU.
- h. Communicate with TAC on a regular basis to support operational procedures and/or controls.

X. SECURITY AWARENESS TRAINING

Basic security awareness training shall be required within six months of personnel access to Criminal Justice Information identified in this MOU. The training will include baseline security awareness as well as responsibilities and expected behavior in regards to intelligence usage.

XI. LEGAL AUTHORITY FOR MOU

(D.C. Official Code § 1-301.01(k) (2010 Supp.). [If the USER AGENCY or CJIS Security Agency is a federal agency, the legal authority is D.C. Official Code § 1-301.01(j) (2014 Repl.)]

XII. CONSTRAINTS ON FUNDING

Unless otherwise provided in this MOU or in a supplementary writing, each party shall incur their own expenditures for this MOU. If the parties agree to a financial responsibility then express written approval is required before any payment occurs.

XIII. NON-DISCRIMINATION

The parties shall abide by the provisions of Executive Order 11246, as amended; Title VI of the Civil Rights Act of 1964, as amended (78 Stat. 252; 42 U.S.C. §§ 2000 et seq.); Title Y, Section 504 of the Rehabilitation Act of 1973, as amended (87 Stat. 394; 29 U.S.C. § 794); the Age Discrimination Act of 1975, as amended (89 Stat. 728; 42 U.S.C. §§ 6101 et seq.); and with all other Federal laws and regulations prohibiting discrimination on the grounds of race, color, national origin, disability, religion, or sex, in employment and in providing facilities and services to the public. Nothing in the advertising for employees shall be done which prevent those covered by these laws from qualifying for employment.

XIV. ANTI-DEFICIENCY ACT

The Parties acknowledge and agree that nothing in this MOU creates a financial obligation in anticipation of an appropriation and that all provisions of this MOU, or any subsequent



agreement entered into by the parties pursuant to this MOU, are and shall remain subject to the provisions of (i) the federal Anti-Deficiency Act, 31 U.S.C. §§ 1341, 1342, 1349, 1351, (ii) the District of Columbia Anti-deficiency Act, D.C. Official Code §§ 47-355.01-355.08, (iii) D.C. Official Code § 47-105, and (iv) D.C. Official Code § 1-204.46, as the foregoing statutes may be amended from time to time, regardless of whether a particular obligation has been expressly so conditioned.

XV. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated (6ADCMR800.16).

XVI. AMENDMENTS AND MODIFICATIONS

This MOU may be amended or modified only upon prior written agreement of the Parties. Amendments or modifications shall be dated and signed by the authorized representatives of Parties identified in this MOU.

XVII. SUSPENSION OF SERVICE

MPD reserves the right to immediately suspend furnished criminal justice information to the USER AGENCY when the rules, policies or procedures identified in this MOU have been violated. USER AGENCY will cease to access / use the system or data at their disposal until this is resolved. During any such suspension of service, the USER AGENCY shall continue to be responsible for certain ancillary (if appropriate) costs associated with providing services. MPD may reinstate the furnishing of criminal justice information in such instance upon receipt of satisfactory assurances that such violation has been corrected to the satisfaction of MPD.

XVIII. EFFECTIVE DATE/DURATION

This MOU shall become effective when the duly authorized representatives of parties have all endorsed the MOU. The duration of this MOU remains in effect until modified or unless one or both parties decide to terminate agreement.

XIX. MODIFICATIONS

This MOU may be modified upon the mutual written consent of the duly authorized representative of both parties. However, the parties may, without the need of formal MOU modification, cooperatively address and resolve administrative, technical and operational details relating to this MOU; provided that any such resolution does not conflict with the spirit, intent or provisions of this MOU; and could not reasonably be viewed as particularly sensitive, controversial, or objectionable by one or more parties.



XX. COMPLIANCE AND MONITORING

USER AGENCY will be subject to scheduled and unscheduled monitoring reviews to ensure compliance with all applicable requirements. USER AGENCY agrees to allow MPD to perform equipment, security, facility and systematic audits of their criminal justice information and will cooperate to the fullest extent in correcting or canceling any deficiency or discrepancies.

XXI. TERMINATION

The MOU may be terminated at any time by mutual written agreement of the duly authorized representatives of either party. A duly authorized representative may also terminate the party's participation in the MOU upon written notice to MPD of not less than thirty (30) days.

XXII. CONFIDENTIAL INFORMATION

The Parties to this MOU will use, restrict, safeguard and dispose of all information related to services provided by the MOU in accordance with all relevant federal and local statutes, regulations, and policies. Information received by either Party in the performance of responsibilities associated with the performance of this MOU shall remain the property of MPD.



IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

Metropolitan Police Department

Signed:

A handwritten signature in black ink, appearing to read "Peter A. Newsham", written over a horizontal line.

Peter A. Newsham
Chief of Police
Metropolitan Police Department
Government of the District of Columbia
Washington, D.C.

JUL 21 2017

Date

DC Child and Family Services Agency

Signed:

A handwritten signature in black ink, appearing to read "Brenda Donald", written over a horizontal line.

Brenda Donald
Director
Child and Family Services Agency
Government of the District of Columbia
Washington, D.C.

5.19.17

Date

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Memorandum of Agreement (MOA)
Between
The Office of the State Superintendent of Education (OSSE),
The District of Columbia Public Schools (DCPS),
And
The District of Columbia Child and Family Services Agency (CFSA)
Related to the Provision of Specialized Educational Services for Children and Youth in care and custody
of the Child and Family Services Agency

I. INTRODUCTION AND PURPOSE

The Office of the State Superintendent of Education ("OSSE"), the District of Columbia Public Schools ("DCPS"), and the District of Columbia Child and Family Services Agency ("CFSA"), collectively referred to herein as the "Parties" and individually referred to as a "party", enter into this Memorandum of Agreement ("MOA") regarding specialized educational services for children and youth placed in out of state placements by CFSA.

Through collaboration and coordinated activities by OSSE, DCPS, and CFSA, the purpose of this MOA is to improve educational outcomes for foster children and youth by requiring continued coordination and involvement by representatives of OSSE, DCPS and CFSA, as appropriate; monitoring the delivery of specialized educational services to ensure a free appropriate public education ("FAPE") is provided to students eligible under the Individuals with Disabilities Education Act ("IDEA") (20 U.S.C. § 1400 et seq.) and/or Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), ("Section 504"); and facilitating the transition of children and youth between school settings to improve outcomes and promote further schooling. A child in foster care is to be defined as a child who is removed from home and whose care and placement are the responsibility of the CFSA. While DCPS is not the local educational agency ("LEA") for students placed in a foster care home and enrolled in a public school in another jurisdiction, through the collaborative and coordinated activities of this MOA, DCPS shall act on behalf of OSSE to ensure the provision of specialized educational services for this population of students. Additionally, the purpose of this MOA is to ensure compliance with local law applicable to children of compulsory school age.

This MOA applies to foster children and youth who are District of Columbia residents and are:

- Placed in a foster home or group home setting outside of the District of Columbia and are enrolled in a public school outside of the District of Columbia; or
- Placed in a foster home or group home setting outside of the District of Columbia and enrolled in a public school outside the District of Columbia and are referred for a more restrictive nonpublic school placement by the LEA of enrollment; or

- Placed by CFSA in residential treatment facilities ("RTCs") or psychiatric residential treatment facilities ("PRTFs") outside of the District of Columbia.¹

The Parties of this MOA agree that each participating agency is responsible for the duties and obligations set forth herein.

II. Parties To This Agreement

A. OSSE

OSSE is the District of Columbia State Education Agency with responsibility for performing the functions of a state education agency ("SEA") under applicable federal and local laws, including grant-making authority, oversight and SEA functions for standards, assessments, and federal accountability requirements for elementary and secondary education (D.C. Official Code § 38-2601 *et seq.*). In accordance with Part B of the IDEA, OSSE is responsible for ensuring that a free appropriate public education is made available to eligible children with disabilities, and that all such programs administered by other District of Columbia agencies are under OSSE's general supervision and meet District of Columbia educational standards (20 U.S.C. § 1412 (a) (11)).

B. DCPS

DCPS is a LEA in the District of Columbia with responsibility for serving all District of Columbia children of compulsory school age who enroll in DCPS. DCPS is the LEA for District of Columbia resident children and youth placed in RTCs, PRTFs, and non-public schools by CFSA.

C. CFSA

CFSA is the child welfare agency for the District of Columbia, which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster services, and post-permanency services (D.C. Official Code § 4-1303.01a, 4-1303.03). In executing its duties and responsibilities, CFSA may place children/youth in temporary settings outside the District of Columbia. During such placement, children/youth may be enrolled in a school in that jurisdiction but the child/youth remain wards² of the District of Columbia.

¹ This MOA does not apply to students who are CFSA wards and who maintain a school enrollment within the District of Columbia.

² For the purpose of this MOA, wards will be defined as a child who is removed from home and whose care and placement are the responsibility of the CFSA, and will be used interchangeably with the term children in foster care.

POINTS OF CONTACT

All parties will identify the specific individuals responsible for implementing the obligations defined within this MOA. This information will be reviewed and updated as necessary using a Point of Contact Addendum Notification to ensure that internal and external stakeholders are provided with relevant program and contact information. OSSE shall publish the Point of Contact Addendum Notification along with the most current MOA. This information will be available on the OSSE website.

III. COMPULSORY EDUCATION AND ENROLLMENT

A. Length of Time for Educational Services

Every parent, guardian, or other person, who resides permanently or temporarily in the District of Columbia during any school year and who has custody or control of a minor who has reached the age of 5 years or who will become 5 years of age on or before September 30th of the current school year, shall place the minor in regular attendance in a public, independent, private, or parochial school, or in private instruction during the period of each year when the public schools of the District of Columbia are in session. (D.C. Official Code § 38-202(a).) These District of Columbia compulsory education requirements apply to all children subject to this MOA, including those children who are enrolled at public schools outside of the District of Columbia. This educational obligation of the parent, guardian, or other person having custody of a child subject to this MOA shall be consistent with the District of Columbia compulsory education requirements (D.C. Official Code § 38-202 (a)), the IDEA and Section 504.

B. Enrollment in School

CFSA shall coordinate with resource parents, birth families, and where applicable, educational decision makers, for children and youth in foster care to ensure school enrollment.

IV. SERVICE DELIVERY AT PUBLIC SCHOOLS OUTSIDE THE DISTRICT OF COLUMBIA

A. OSSE shall:

1. Ensure a FAPE is provided to children/youth with disabilities who are CFSA wards and placed outside of the District of Columbia, consistent with appropriate federal and local laws and the terms of this MOA, by contracting with DCPS as the entity to provide oversight on behalf of OSSE.
2. Schedule meetings with DCPS and CFSA not less than once a year, and more often as needed, to discuss the delivery of educational services and coordination of activities consistent with this MOA.

3. Take appropriate action, as needed, when issues arise with regard to the service delivery at a school outside the District of Columbia that DCPS has not resolved and engage CFSA, as needed, to resolve the matter.
4. Be responsible for paying authorized tuition service fees upon CFSA's verification of ward status for each billing period.

B. DCPS shall:

Serve as, on behalf of OSSE, the oversight body for children and youth attending public schools outside of the District of Columbia subject to this MOA, as follows:

1. Ensure that the District of Columbia meets its child find obligations under the IDEA or Section 504 regarding the identification of students with disabilities or impairments, with assistance from CFSA as appropriate, which shall include periodic access to District of Columbia students to determine whether any District of Columbia students are suspected of having a disability and/or should be evaluated.
2. Obtain and review, no less than once per year, student records for students covered under this MOA that are enrolled in a public school outside of the District of Columbia and that receive services in accordance with an Individualized Education Program ("IEP") or Section 504 plan. DCPS shall notify OSSE of any possible deficiencies regarding the provision of entitled services.
3. Provide assistance to a school outside the District of Columbia, as requested by that school, parent, educational decision maker, or CFSA regarding the implementation of IDEA or Section 504. If the assistance does not resolve the issue that a student may be experiencing at school (after appropriate attempts), DCPS shall contact OSSE for additional assistance and action, as applicable.
4. Upon notification that the student may need a more restrictive environment in order to receive a FAPE, attend a meeting with school officials and other appropriate representatives to discuss a potential change of location or placement. The recommendation that a student requires a change of location or placement shall be made by the student's LEA. DCPS, on behalf of OSSE, will participate in the change in location/placement process. All documents related to this matter shall be provided to OSSE in the event a recommendation for a more restrictive setting is made, in accordance with OSSE policies and procedures.

5. Contact OSSE and CFSA when issues arise that cannot be resolved or at any time as deemed appropriate.

C. CFSA shall:

1. Ensure all children of compulsory school age in foster care who are placed outside of the District of Columbia are appropriately enrolled in schools as required by local and federal law.
2. Notify DCPS and OSSE no less than one business day before a student will be returning to the District if assistance is needed in identifying an appropriate school placement, or if they encounter any barriers to a student's enrollment and need assistance in resolving the issue.
3. CFSA's Office of Well Being will be the main point of contact with and provide coordination with DCPS and OSSE. Each child's assigned social worker will work with the Office of Well Being to ensure the child is enrolled in school and will bring any issue concerning the delivery of educational services to the attention of DCPS and OSSE through the Office of Well Being.
4. Work cooperatively with DCPS and OSSE, as appropriate, to identify another school location or placement for the student if the current school enrollment is failing to provide a FAPE.

V. SERVICE DELIVERY AT RTCs, PRTEs, and Nonpublic Day Schools

A. DCPS shall:

Be responsible as an LEA for students in foster care placed by CFSA in a RTC, PRTE, or attending a non-public school, as follows:

1. DCPS shall be responsible for ensuring that children and youth receive a FAPE in their least restrictive environment.
2. DCPS shall be responsible for convening all IEP meetings (including without limitation annual review of the IEP), eligibility meetings (including without limitation the triennial evaluation of the student), and any other meetings necessary to ensure timely and appropriate delivery of services to the student.
3. If any issues arise with regard to the appropriate provision of FAPE, DCPS will engage with OSSE and CFSA to try to resolve the matter.

4. DCPS and CFSA will communicate regularly regarding a youth in RTC or PRTF placement and shall jointly plan for the return of the youth to the community as deemed appropriate.
5. Upon notification from the RTC/PRTF that a youth is expected to be discharged, DCPS shall convene an IEP Team or Section 504 meeting with the student, CFSA representative, facility staff and other appropriate representatives including parents to address an appropriate transition back to the community and/or another location. Provided DCPS receives notice of the discharge no less than thirty (30) days before the projected date of discharge, DCPS will convene a meeting to ensure an appropriate educational placement is identified prior to the student's discharge. In the event that DCPS is not notified of the discharge within such thirty (30) day timeline, DCPS, OSSE, and CFSA will work cooperatively to ensure an appropriate educational placement is identified prior to the child/youth's return from the RTC/PRTF.
6. When a youth who is high school aged is moved to a new school, and before the start of every school year, DCPS shall conduct a transcript analysis and provide a copy of the analysis to CFSA and OSSE within five (5) school days.

B. CFSA shall:

1. In the event CFSA places a child in a RTC/PRTF, CFSA shall coordinate with DCPS and the facility staff to ensure that all District of Columbia students who are suspected of having a disability receive an evaluation and services, as appropriate.
2. Provide DCPS with completed enrollment forms³ and a copy of the ward letter within five (5) business days of placement of a student into a RTC, PRTF, or nonpublic day school. CFSA shall continue to provide funding for residential services when placement is initiated by CFSA in accordance with established CFSA regulations.
3. Provide documentation to DCPS if a student is no longer a ward of the District of Columbia within five (5) business days of a court order or other event ending the child's custody in CFSA's care and invite DCPS to the student's discharge planning meeting.

³ For the purpose of this section, "enrollment forms" will be defined as forms necessary to facilitate enrollment at DCPS.

VI. RECORDS

- A. All student educational records shall be shared, consistent with requirements imposed by federal and District of Columbia law, among CFSA, DCPS and OSSE to ensure compliance with the MOA.
- B. OSSE will grant DCPS central office points of contact with access to information regarding CFSA involved students in the Statewide Longitudinal Education Database (SLED). During the duration of this MOA, OSSE and CFSA will work collaboratively to ensure that the data points listed below are added and updated in SLED.
- C. Information in SLED will include, but is not limited to:
 - 1. Student demographic information (i.e. name, date of birth, home address, and USI, if available).
 - 2. Date the student came into care, date the student exited care, and current court status.
 - 3. Name of student's current educational placement and date of placement.
 - 4. Parent/guardian contact information (e.g. foster/resource parent name; foster/resource parent home address, phone number, and e-mail address, if available).
 - 5. Social worker name and contact information (until it is updated in SLED, CFSA will provide all parties with a directory, quarterly).
- D. DCPS shall be responsible for the maintenance of the educational records for all students subject to this MOA, under section V(A), in the appropriate database or data system as identified in the data sharing protocols under section VI.
- E. The parties shall comply with all applicable laws and regulations, including the federal and District of Columbia laws and regulations governing the privacy of education, child welfare and mental health records, as well as information protected by the Health Insurance Portability Accountability Act (HIPAA). See e.g., D.C. Official Code §§ 4-1303.06 (governing child welfare records); D.C. Official Code § 7-241 *et seq.* (providing for data sharing act among District agencies); D.C. Official Code § 7-1201.01 *et seq.* (governing mental health privacy); Pub. L. No. 104-191, 110 Stat. 1936 (1996)) and (45 C.F.R. Parts 160 and 164) (HIPAA and implementing regulations); 20 USC § 1232g and 34 CFR Part 99 (FERPA and implementing regulations governing the privacy of student records); and 5-E DCMR §2600 *et seq.* (governing student records).

VII. Domicile Status for Youth

OSSE and CFSA shall work together to maintain records relating to the child's classification as a ward of the District of Columbia. The document(s) shall include confirmation that the student(s) is a bona fide ward when designated as an independent student to ensure eligibility for student financial aid when applying for state, federal grants and/or loans to attend post-secondary educational institutions.

VIII. RESOLUTIONS OF DISPUTES

Disputes among the Parties shall be brought to the attention of respective agency directors of OSSE, CFSA and DCPS.

The parties will work cooperatively to resolve the dispute. Any dispute that is not resolved cooperatively among the Parties shall be referred to the City Administrator for resolution.

IX. DURATION OF MOA

The period of this MOA shall be continuing from the date of execution unless terminated in writing by one or more of the parties.

X. AUTHORITY OF MOA

This MOA is entered in pursuant to the authority granted under D.C. Official Code § 38-172 (a-b); 38-174 (c); D.C. Official Code §§ 38-2602(b)(11), (12) and (15); D.C. Official Code § 38-2602.01; and Part B of the IDEA, 20 U.S.C. § 1412 (a)(12).

XI. RIGHTS OF PARTIES

A. Changes to the MOA/Designation of Representatives

Any party may request to modify the terms of this MOA. Any modification (other than a Point of Contact Notification as noted above), revision or amendment to this MOA shall be upon mutual agreement and incorporated as a written amendment signed by the parties.

B. Responsibility for the Acts of the Parties

No employee or agent of a party to this MOA shall be deemed to be an employee or agent of another party to this MOA and shall have no authority, expressed or implied, to bind any other party except as expressly set forth herein. Each party to this MOA shall be responsible for its acts and those of its employees, agents and subcontractors, during the duration of this MOA.

C. Notice and Obligations Relating to Contested Matters

Any party to this MOA named as a Respondent in a contested matter (such as a due process complaint, state complaint or court action under the IDEA, or Section 504), that involves services provided to a student under this MOA, shall deliver to the other parties, within five (5) days of notice of any such proceeding, a copy of any document relating to such matters. Each party shall provide all relevant documents and identify and produce witnesses to address the matter.

XII. TERMINATION

Any party may terminate this MOA by giving the other parties at least sixty (60) days written notice. If such notice is given, the MOA shall terminate on the date specified in the written notice, and the liabilities of the parties hereunder for further performance of the terms of the MOA shall cease, but the parties shall not be released from the duty to perform the MOA up to the date of termination.

XIII. CONSTRUCTION


The MOA is in no way to be construed as limiting or diminishing the responsibilities of the participating agencies under federal or District of Columbia law. In all instances, this MOA is to be construed to comply with the requirements for federal and District of Columbia law. This MOA shall not be construed to create rights in any third parties. Whenever used herein, as the context may require the use of the singular shall include the plural, and the use of any gender shall be applicable to all genders.

XIV. EFFECTIVE DATE

This MOA shall be effective upon execution by all signatories.

XV. The Parties execute this MOA as follows:


OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION:



State Superintendent
Hanseul Kang

8/17/17
Date


DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY:



Director
Brenda Donald

9-5-17
Date

DISTRICT OF COLUMBIA PUBLIC SCHOOLS



Chancellor
Antwan Wilson

10/10/17
Date

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF ENERGY AND ENVIRONMENT
AND
THE CHILD AND FAMILY SERVICES AGENCY
FISCAL YEAR 2018**

I. INTRODUCTION

This Memorandum of Understanding (MOU) between the Department of Energy and Environment (DOEE) and the Child and Family Services Agency (CFSA) is for the environmental inspections of homes as specified hereafter.

II. LEGAL AUTHORITY FOR MOU

D.C. Official Code §§ 1-301.01(k) and 8-231.03.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

This MOU is to specify services to be performed by DOEE for CFSA to: (1) conduct lead-based paint hazard inspections and evaluations, called "risk assessments," in order to confirm the presence or absence of lead based paint hazards in homes identified by CFSA that are proposed to be used as foster or adoptive homes for children under the age of six; (2) notify and educate prospective foster and adoptive parents about any lead based paint hazards in their homes and recommend methods to reduce the lead hazards in conformance with District of Columbia law; and (3) conduct clearance examinations as required on a case-by-case basis.

IV. SCOPE OF SERVICES

To ensure the timely, appropriate inspection of homes proposed to be used for foster or adoptive care for children under six (6) years of age and the notification and education of prospective foster or adoptive parents regarding the presence of lead-based paint and/or lead-based paint hazards; to conduct clearance examinations after lead-based paint hazard elimination activities have occurred to ensure homes are lead safe and to ensure that homes are clear of lead-based paint hazards; and to conduct quarterly meetings between DOEE and CFSA to evaluate and improve the lead-based paint hazard identification and elimination process, the parties agree to provide the following services:

A. RESPONSIBILITIES OF DOEE

DOEE shall:

1. Conduct up to 190 lead risk assessments and/or clearance examinations during the term of this MOU in the homes of prospective foster or adoptive parents to identify lead-based paint hazards;
2. Use only District of Columbia certified risk assessors;

3. Appoint one specific risk assessor who shall have primary responsibility for conducting the work specified under this MOU, and a secondary risk assessor who will conduct the work in the event the primary risk assessor is not available;
4. Issue "Certificates of Lead Compliance - Clearance" as appropriate;
5. Issue "Notices of Lead-Based Paint Hazards" and other related documents as appropriate;
6. Report to CFSA the addresses of the premises inspected;
7. Direct property owners to opportunities for financial assistance to fund lead hazard control activities;
8. Provide the Risk Assessment Report to CFSA as soon as feasible but no later than twenty-eight (28) days after a risk assessment;
9. Inspect homes post hazard elimination, if those homes are not enrolled in a grant program where such inspection already occurs;
10. Ensure that all homes referred to DOEE under this MOU are properly inspected for the presence of lead-based paint hazards in accordance with the terms spelled out in this MOU;
11. Notify property owners that all federal and local guidelines must be followed in any lead-based paint hazard remediation work that is performed in each home proposed for use as a foster or adoptive home for children under the age of six (6); and
12. Ensure that a representative is present at up to 12 trainings and classes to provide information and presentations related to the lead inspection process and procedure. This attendance is at the sole discretion of CFSA.

B. RESPONSIBILITIES OF CFSA

CFSA shall:

1. Verify the information of the clients referred under this MOU prior to submitting referrals to DOEE;
2. Refer adoptive or foster care homes in need of lead-based paint hazard inspection to DOEE;
3. Transfer to DOEE through Intra-District transfer the amount specified in Section VIII (Intra-District Funding Provisions) within ten working days of the execution of this MOU; and
4. Provide 2 weeks notice to DOEE of any scheduled trainings or classes that require a DOEE representative to provide information and a presentation related to the lead inspection process and procedure.

C. JOINT RESPONSIBILITIES AND PROCEDURE

DOEE and CFSA shall be jointly responsible for holding meetings when deemed necessary by either party, to discuss any potentially useful changes to continuously improve the process established in this MOU.

Parties agree to follow the following procedure:

- An email will be sent to DOEE's assigned program liaison from CFSA containing all necessary information for a home to be inspected. This email shall contain a spreadsheet to contain data not less than: Names, Address, and Zip Code;
- DOEE shall assign the inspection immediately within 72 hours;
- DOEE shall provide CFSA contact with date of inspection;
- Both parties shall use identical tracking numbers for each referral as provided by CFSA; and
- DOEE shall deliver scanned PDF copies or faxed copies of all completed inspections.

V. IMPLEMENTATION PLAN

DOEE shall begin performing lead-based paint risk assessments upon the transfer of funds from CFSA to DOEE, and shall perform such risk assessments on an as-referred basis by CFSA. CFSA shall give the DOEE Lead-Safe and Healthy Housing Division at least 72 hours' notice of proposed homes slated for a risk assessment.

VI. DURATION OF THIS MOU

A. PERIOD

This MOU shall be effective from the date on which the last Party signs until September 30, 2018, unless terminated in writing by the Parties pursuant to Section VII. of this MOU.

B. EXTENSION

The Parties may extend the period of this MOU by exercising option periods for a maximum of three (3), one year periods. Option periods may consist of a fiscal year, a fraction thereof, or multiple successive fractions of a year. CFSA shall provide DOEE with written notice of its intent to exercise an option period (60) days prior to the expiration of the initial year of this MOU. The exercise of the option to extend this MOU is subject to the availability of funds at the time of the exercise of the option.

VII. SPECIAL PROVISIONS FOR TERMINATION OF AGREEMENT

- A. This MOU may be terminated at any time for cause upon the occurrence of any of the following:
1. Lack of funding;
 2. Lack of Congressionally approved budget;
 3. Changes to applicable law;
 4. Changes in the District or federal policy affecting these services;
 5. Changes in the structure or nature of the DOEE Lead-Safe and Healthy Housing Division; or

6. Elimination of the DOEE Lead-Safe and Healthy Housing Division.
- B. This MOU may be terminated by either party upon sixty (60) days advance written notice by the other party. Termination of this MOU shall be without prejudice to any obligation or liability of either party already accrued prior to termination.

VIII. INTRA-DISTRICT FUNDING PROVISIONS

A. COST OF SERVICE

1. Total cost for goods and/or services under this MOU shall not exceed \$60,000 for Fiscal Year 2018.
2. Funding for the goods and services provided under this MOU shall not exceed the actual costs of the goods and services provided. "Actual costs" include DOEE labor and fringe benefits.
3. Funding shall be applied only to costs covered by this MOU and included in Attachment A (Budget).

B. PAYMENT

1. CFSA shall transfer the funds stipulated in Section VIII.A (Cost of Service) of this MOU to DOEE through an Intra-District Advance, within ten (10) working days from the execution of this MOU.
2. DOEE shall submit quarterly reconciliations which shall explain the amounts billed for that period. The invoices shall include a summary report on the number of initial and clearance inspections in a format agreed upon by the Parties.
3. DOEE will return any excess advance to CFSA that has not been expended by September 30 of the then current fiscal year.

C. MONTHLY REVIEW

Pursuant to the Financial Review Process (FRP) mandated by the Office of the Chief Financial Officer of the District of Columbia, all services provided by this MOU shall be reported monthly by CFSA FRP submission to the Office of Budget and Planning.

IX. CONTACT PERSON

- A. The contact person for DOEE shall be the Branch Chief of the Lead-Safe and Healthy Housing Division's Compliance and Enforcement Branch or its successor:

Amber Sturdivant
1200 First Street, NE 5th Floor
Washington, DC 20002
202-478-2441

- B. The contact person for CFSA shall be the Program Manager for Program Support in the Office of Planning, Policy and Program Support Administration or its successor.

Donna Ball
200 I Street, SE # 3231
Washington, DC 20003
202-724-7178

X. AMENDMENTS/MODIFICATIONS

- A. This MOU may be amended from time to time as necessary or desirable with the written concurrence of all signatories to this MOU, or their successors.
- B. New, revised, or amended regulations, standards, or policies promulgated by the District of Columbia Government, its agencies, or the federal government may require amendment of part or all of this MOU, and the parties shall promptly undertake such amendment(s).

XI. RESOLUTION OF DISPUTES

All adjustments or disputes arising from services provided under this MOU or payment for services shall be resolved by the Directors of DOEE and CFSA. In the event the parties cannot resolve the dispute, the matter shall be referred to Office of the City Administrator. The decision of the Office of the City Administrator related to any disputes referred shall be final. In the event the Parties are unable to resolve a financial issue, the matter shall be referred to the Office of Financial Operations and Systems.

XII. PROCUREMENT PRACTICES ACT

If a District of Columbia agency or instrumentality plans to utilize the goods or services of an agent or third party (e.g., contractor, consultant) to provide any of the goods or services specified under this MOU, then the agency or instrumentality shall abide by the provisions of the District of Columbia Procurement Practices Act of 1985 (D.C. Official Code § 2-301.01 *et seq.*) to procure the goods or services of the agent or third party.

XIII. ANTI-DEFICIENCY CONSIDERATIONS

The Parties acknowledge and agree that their respective obligations to fulfill financial obligations of any kind pursuant to any and all provisions of this MOU, or any subsequent agreement entered into by the parties pursuant to this MOU, are and shall remain subject to the provisions of (i) the federal Anti-Deficiency Act, 31 U.S.C. §§1341, 1342, 1349, 1351, (ii) the District of Columbia Anti-Deficiency Act, D.C. Official Code §§ 47-355.01(2005) ; 47-355.02-355.07 (2007 Supp.) and 355.08 (2005), (iii) D.C. Official Code § 47-105 (2005), and (iv) D.C. Official Code § 1-204.46 (2007 Supp.), as the foregoing statutes may be amended from time to time, regardless of whether a particular obligation has been expressly so conditioned.

XIV. CONFIDENTIAL INFORMATION

The Parties to this MOU shall use, restrict, safeguard and dispose of all information related to services provided by this MOU in accordance with all relevant federal and local statutes, regulations, and policies. Information received by either Party in the performance of responsibilities associated with the performance of this MOU shall remain the property of CFSA.

XV. THIRD PARTY RIGHTS

This MOU is made for the benefit of the Parties, and is not intended to benefit any third party or be enforceable by any third party. The rights of the parties to terminate, rescind, or agree to any amendment, waiver, variation or settlement under or relating to this MOU are not subject to the consent of any third party.


The Parties expressly agree and provide that no provision of this MOU is intended or shall be construed to confer upon or give to any person or entity other than the signatories to this MOU any rights, remedies or other benefits under or by reason of this MOU.

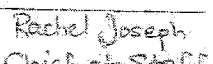
XVI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in force or hereafter enacted or promulgated.

IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

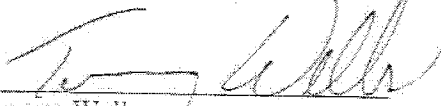
CHILD AND FAMILY SERVICES AGENCY


Brenda Donald
Director

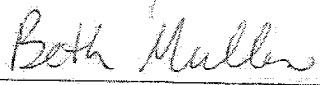

Rachel Joseph
Chief of Staff
for Director Donald.

Date: 10/31/17

DEPARTMENT OF ENERGY AND ENVIRONMENT


Tommy Wells
Director

Date: 11/2/17


Beth Mullin
Deputy General Counsel, for legal sufficiency

Date: 10/31/17

Attachment A

Fiscal Year 2018 Budget

Item	Cost
Partial salary for two full time permanent employees	\$27,366.79
Partial salary for one full time temporary employee	\$11,154.54
Fringe benefits	\$8,898.43
Laboratory and printing costs	\$12,580.24
Total	\$60,000

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**MODIFICATION NO. 1
TO
MEMORANDUM OF UNDERSTANDING
BETWEEN
DEPARTMENT ON DISABILITY SERVICES (DDS)
AND
CHILD AND FAMILY SERVICES AGENCY (CFSA)**

The Memorandum of Understanding dated November 16, 2016 was entered into between the Buyer Agency, the Department on Disability Services ("DDS"), and the Seller Agency, the Child and Family Services Agency ("CFSA"), collectively referred to herein as the "Parties".

WHEREAS, the "DURATION OF THIS MOU" provisions were mis-labeled as Section A, should have been labeled as Section V and included Subsections A, "PERIOD," and B, "EXTENSION," but correctly provide that the period of the MOU may be extended by exercising a maximum of three (3) one-year option periods; and

WHEREAS, Section VII, "AMENDMENTS AND MODIFICATIONS," authorizes modifications to the MOU.

NOW, THEREFORE, the Parties desire to extend and modify the MOU as follows:

1. Section IV, SCOPE OF SERVICES, is modified to include the following third sentence:

DDS will be responsible for the not-to-exceed amount of \$193,294.04 for services provided under option year 2 of the TASP contract, subject to funding under the Medicaid Home and Community-Based Services ("HCBS") Waiver for Persons with Intellectual and Developmental Disabilities ("IDD") to the extent the contracted agency becomes an eligible provider.
2. Section IV, SCOPE OF SERVICES, Subsection A, RESPONSIBILITIES OF SELLER AGENCY, is modified to add a tenth bullet point:
 - Any changes to the contract will be provided to the contracted agency and DDS in the form of a 30 calendar day written notice.
3. Mis-labeled Section A, DURATION OF THIS MOU, is now modified to be correctly labeled as Section "V. DURATION OF THIS MOU".
4. Pursuant to Section V, DURATION OF THIS MOU, Subsection B, EXTENSION, the Parties hereby agree to extend the term of this MOU for one year commencing on October 1, 2017, through September 30, 2018.

5. ~~Section~~ VI, FUNDING PROVISIONS, Subsection A, COSTS OF SERVICES, is modified to include the following second sentence:

Total costs for goods and/or services under this MOU shall not exceed \$193,294.04 for Fiscal Year 2018, including labor, materials and overhead.

6. Section VI, FUNDING PROVISIONS, Subsection B, PAYMENT, is modified to replace paragraph 3 and add a new paragraph 5 as follows:

3. Advances to Seller Agency for the service to be performed and/or goods to be provided shall not exceed the amount of this MOU for Fiscal Year 2018 (\$193,294.04).
5. Buyer Agency's funding source for these services is planned to change from its current source to funding under the HCBS IDD waiver program, subject to approval of the contracted agency's application to become an HCBS IDD waiver provider, and waiver enrollees selecting the contracted agency as their waiver provider. Buyer Agency provides assistance to prospective HCBS IDD waiver providers with the enrollment process, etc.

All other terms and conditions of the MOU shall remain the same.

IN WITNESS WHEREOF, the Parties hereto have executed this Modification No. 1 to MOU as follows:

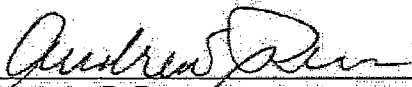
Child and Family Services Agency



Brenda Donald
Director

Date: 11.27.17

Department on Disability Services



Andrew P. Reese
Director

Date: 11/3/17

DC CHILD AND FAMILY SERVICES AGENCY ACTIVE MOU/MOA LISTING FOR FY18

RECORD YEAR	AGREEMENT TYPE	AGENCIES	DESCRIPTION	BUYER/SELLER	AMOUNT	EXPIRATION
1	MOA	HEALTHY FAMILIES/THRIVING COMMUNITIES	AGREEMENT TO SUPPORT THE FATHERHOOD EDUCATION, EMPOWERMENT AND DEVELOPMENT PROGRAM (FEED)	N/A	N/A	DOES NOT EXPIRE
2	MOA	DEPARTMENT OF DISABILITY SERVICES (DDS)	DATA SHARING	N/A	N/A	DOES NOT EXPIRE
3	MOA	DEPARTMENT OF DISABILITY SERVICES (DDS)	CASE PLANNING AND COORDINATION FOR TRANSITION YOUTH FROM DDS TO GSA	N/A	N/A	DOES NOT EXPIRE
4	MOA	OFFICE OF THE STATE SUPERINTENDANT FOR EDUCATION (OSSE), DISTRICT OF COLUMBIA PUBLIC SCHOOLS (DCPS)	SPECIALIZED EDUCATION SERVICES FOR CHILDREN AND YOUTH PLACED IN OUT OF STATE PLACEMENTS	N/A	N/A	DOES NOT EXPIRE
5	MOA	OFFICE OF THE STATE SUPERINTENDANT FOR EDUCATION (OSSE), PRINCE GEORGE'S COUNTY	DATA SHARING FOR FOSTER CHILDREN ENROLLED IN P.G.C. SCHOOLS	N/A	N/A	DOES NOT EXPIRE
6	MOA	METROPOLITAN POLICE DEPARTMENT (MPD)	CHILD SEXUAL ABUSE INVESTIGATIONS	N/A	N/A	DOES NOT EXPIRE
7	MOA	METROPOLITAN POLICE DEPARTMENT (MPD)	MULTI-DISCIPLINARY APPROACH TO CHILD MALTREATMENT INVESTIGATIONS	N/A	N/A	DOES NOT EXPIRE
8	MOA	DISTRICT OF COLUMBIA PUBLIC SCHOOLS (DCPS)	ACCESS TO STARS	N/A	N/A	DOES NOT EXPIRE
9	MOA	DEPARTMENT OF HEALTH (DOH), ADDICTION PREVENTION RECOVERY ADMINISTRATION (APRA)	COORDINATION OF REFERRAL INFORMATION TO APRA	N/A	N/A	DOES NOT EXPIRE
10	MOU	OFFICE OF THE ATTORNEY GENERAL (OAG)	COOPERATION AND COORDINATION TO SEEK REIMBURSEMENT UNDER TITLE IV-E (FEDERAL FUNDING) ON NEGLECT CASES HANDLED BY ATTORNEYS WITH OAG	N/A	VARIES	DOES NOT EXPIRE
11	MOU	PRE-TRIAL SERVICES AGENCY (PSA)	DRUG TESTING SERVICES	BUYER	VARIES	DOES NOT EXPIRE
12	MOA	DEPARTMENT OF HUMAN SERVICES (DHS), OFFICE OF THE CHIEF TECHNOLOGY OFFICER (CTO)	DATA SHARING	SELLER	\$ -	EXPIRES FY2026
13	MOU	AMERICAN PUBLIC SERVICES ASSOCIATION (APSA)	COORDINATION TO IMPLEMENT THE NATIONAL ELECTRONIC INTERSTATE COMPACT ENTERPRISE (NEICE)	BUYER	\$ -	DOES NOT EXPIRE

DC CHILD AND FAMILY SERVICES AGENCY ACTIVE MOU/MOA LISTING FOR FY18

27	2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	WRAPAROUND SERVICES	N/A	\$ 300,000	9/30/2018
28	2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	STAFFING FOR THE CFSA TRAUMA GRANT AND DBH SOC IMPLEMENTATION GRANT	SELLER	\$ 117,248	9/30/2018
29	2018	MOU	OFFICE OF THE CHIEF TECHNOLOGY OFFICER (OCTO)	DCNET VOICE AND DATA	BUYER	\$ 368,383	9/30/2018
30	2018	MOA	DEPARTMENT OF HEALTHCARE FINANCE (DHCF)	DATA SHARING AGREEMENT	NA	NA	9/30/2021
31	2018	MOU	DC DEPARTMENT OF HUMAN RESOURCES (DCHR)	DCHR WILL PROVIDE CFSA WITH SUITABILITY RELATED SERVICES FOR ITS CANDIDATES, EMPLOYEES, AND VOLUNTEERS WHO ARE SUBJECT TO ENHANCED SUITABILITY SCREENINGS	BUYER	\$ 38,819	9/30/2018
32	2018	MOU	DEPARTMENT OF FOR-HIRE VEHICLES (DFHV)	SCHOOL TRANSPORTATION FOR CFSA CHILDREN	BUYER	\$ 500,000	9/30/2018
33	2018	MOU	DC HOUSING AUTHORITY (DCHA)	RAPID HOUSING PROGRAM	BUYER	\$ 756,000	9/30/2018
34	2018	MOU	DEPARTMENT OF DISABILITY SERVICES (DDS)	CARE OF SI AND AS	BUYER	\$ 186,599	9/30/2018
35	2018	MOA	THURGOOD MARSHALL ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
36	2018	MOA	APPLETREE EARLY LEARNING PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
37	2018	MOA	LAYC CAREER ACADEMY	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
38	2018	MOA	WASHINGTON LEADERSHIP ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
39	2018	MOA	CEDAR TREE ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
40	2018	MOA	EAGLE ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
41	2018	MOA	KINGSMAN ACADEMY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
42	2018	MOA	THE NEXT STEP PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
43	2018	MOA	HOPE COMMUNITY PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE
44	2018	MOA	SELA PCS	SCHOOL STABILITY/EVERY STUDENT SUCCEEDS ACT	NA	NA	DOES NOT EXPIRE

DC CHILD AND FAMILY SERVICES AGENCY IN-PROGRESS MOU/MOA LISTING FY18

RECORD YEAR	AGREEMENT TYPE	AGENCIES	DESCRIPTION	BUYER/SELLER	AMOUNT	EXPIRATION
2018	MOU	DEPARTMENT OF HEALTH (DOH)	PROVIDING VITAL RECORDS TO CFSA	BUYER	\$ 20,000	9/30/2018
2018	MOU	DEPARTMENT OF GENERAL SERVICES (DGS)	SECURITY AT WAYNE PLACE	BUYER	\$ 432,846	9/30/2018
2018	MOU	DEPARTMENT OF HUMAN SERVICES (DHS)	UNACCOMPANIED REFUGEE MINOR PROGRAM	SELLER	XXXXXXXX	9/30/2018
2018	MOU	DEPARTMENT OF BEHAVIORAL HEALTH (DBH)	TRAUMA EVALUATION SERVICES	BUYER	\$ 70,000	9/30/2018
2018	MOU	METROPOLITAN POLICE DEPARTMENT (MPD)	BACKGROUND CHECKS FOR CAREGIVERS	BUYER	\$ 25,875	9/30/2018

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**MODIFICATION SIX TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF BEHAVIORAL HEALTH
AND
THE CHILD AND FAMILY SERVICES AGENCY
FOR SERVICES FOR CFSA CHILDREN AND YOUTH
FOR FISCAL YEAR 2018 (FY18)**

This serves as the third option year and modification # 6 to the original MOU, executed on October 2, 2014, regarding the Child and Adolescent Functional Assessment Scale (CAFAS) Coordinator and Choice Providers for FY15, between the District of Columbia's Child and Family Services Agency (CFSA) and the Department of Behavioral Health (DBH), collectively referred to herein as the "Parties."

WHEREAS, the MOU executed on October 2, 2014 provided in Section IV.B that the Parties may extend the term of the MOU by exercising a maximum of three (3) one-year option periods and Section XI authorized modifications to the MOU.

THEREFORE, the Parties hereto exercise the third option year and hereby agree to extend and modify the MOU for FY 2018 as follows.

A. Section IV, DURATION OF MOU

Pursuant to Section IV.B, the Parties hereby agree to extend the term of this MOU for one year commencing on October 1, 2017 through September 30, 2018.

B. Section VI, FUNDING PROVISIONS is hereby modified as follows:

A. COST OF SERVICES

1. Total cost for services under this MOU shall not exceed (\$852,688.87) for FY18. Funding for the services shall not exceed the actual cost of the goods or services to include one hundred eighty one thousand two hundred twelve dollars and eighty seven cents (\$181,212.87) for Choice Provider behavioral health services and supports and related services for children in foster care, four hundred fifty one thousand four hundred seventy six dollars (\$451,476.00) for four (4) Behavioral Health Coordinators' salaries and benefits and two hundred twenty thousand dollars (\$220,000.00) for the expansion and sustainability of Family Peers Coaching Project and service to thirty-five (35) families.

All other terms and conditions of the MOU shall remain in effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Modification to the MOU as follows:

Child and Family Services Agency:



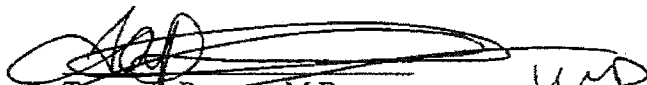
Brenda Donald

Director

Child and Family Services Agency

Date 11.7.17

Department of Behavioral Health:



Tanya A. Royster, M.D.

Director, Department of Behavioral Health

Date 11/20/2017

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MODIFICATION NUMBER FOUR
TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CHILD AND FAMILY SERVICES AGENCY
AND
THE DEPARTMENT OF BEHAVIORAL HEALTH
FOR ADULT ASSESSOR SERVICES

Memorandum of Understanding dated August 18, 2014 ("MOU") was entered into between the District of Columbia Child and Family Services Agency, the buyer agency ("CFSA") and The Department of Behavioral Health, the seller agency ("DBH"), collectively referred to herein as the "Parties." The Parties now desire to modify the MOU as follows:

- I. Section V.B, Duration of MOU: Pursuant to Section V.B, the parties hereby agree to extend the term of this MOU for one year commencing on October 1, 2017 through September 30, 2018.
- II. Section VI: Section VI. FUNDING PROVISIONS:
 - A. No changes- Total cost for goods and services under this Modification Number Four to the MOU shall not exceed one hundred thousand dollars (\$100,000.00) for Fiscal Year 2018. Funding for goods and services shall not exceed the actual cost of the goods or services, including labor, materials and reasonable overhead.
 - B. The estimated cost of this MOU is based on the cost of the adult assessor services, as provided by DBH and outlined in the prior modifications of the original MOU.

All other terms and conditions of the MOU shall remain the same.

IN WITNESS WHEREOF, the Parties hereto have executed this Modification to MOU as follows:

A handwritten signature in black ink, appearing to read "Brenda Donald", written over a horizontal line.

Brenda Donald
Director, Child and Family Services Agency

Date: 9-14-17

A handwritten signature in black ink, appearing to read "Tanya A. Royster", written over a horizontal line. To the right of the signature is a small, handwritten mark that looks like "uo".

Tanya A. Royster, MD
Director, Department of Behavioral Health

Date: 8/31/2017

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**MEMORANDUM OF AGREEMENT
BETWEEN
THE DISTRICT OF COLUMBIA
COLLEGE SUCCESS FOUNDATION-DC
AND
CHILD AND FAMILY SERVICES AGENCY
FOR THE 2017-2018 SCHOOL YEAR**

I. INTRODUCTION

This Memorandum of Agreement (MOA or Agreement) is entered into between the District of Columbia Child and Family Services Agency (CFSA) and the College Success Foundation-DC (CSF-DC) (collectively "the parties"). CFSA is the District of Columbia child welfare agency. CFSA provides, among other things, foster care services and transitional services to support the educational achievement of foster youth. The CSF-DC is a nonprofit organization that was founded in 2006 to address the low college graduate rates of students in the public and public charter schools of the District of Columbia. CSF-DC provides an integrated system of supports and scholarships for underserved, low-income students to assist them in finishing high school, graduating college and succeeding in life.

II. PROGRAM GOALS AND OBJECTIVES

The purpose of this MOA is to outline the working relationship between the parties to provide concrete, tailored and tangible educational supports to District of Columbia foster youth who aspire to attend college or are already enrolled in a full or part-time post-secondary educational program and enrolled in CSF-DC programming. CSF-DC will provide educational supports to youth enrolled in CSF-DC programs and identified by CFSA beginning in the eighth grade through college graduation.

In addition, this MOA provides the terms and conditions for the exchange of client-related information between the parties in accordance with District and federal laws. As part of this process, educational information may be disclosed by and between the parties in order to provide educational services and supports to District of Columbia foster youth. Requirements on the parties related to sharing information and restrictions on the use of information are addressed in Sections V-VI of this MOA.

III. SCOPE OF SERVICES

A. Obligations and Responsibilities of CSF-DC

1. Provide to CFSA a complete list of all the District of Columbia-based public and charter schools and colleges and universities where CSF-DC has staff and programs operating so CFSA can determine if there are any committed CFSA youth at those locations currently participating in their programming.

2. Invite CSF-DC as guest speakers at CFSA's Office of Youth Empowerment (OYE) educational sessions for first time and returning college students.
3. Include CFSA committed foster care youth on college tours, to include the spring sessions for eighth and ninth graders. College tours will be free of charge for youth who attend schools where CSF-DC programming exists and are enrolled in the CSF-DC programming. If the youth is not a participant at one of the eight high schools and two middle schools, there will be a cost associated. Cost per youth is contingent upon location of the tour.
4. Treat all information about CFSA's youth as confidential and use data disclosed pursuant to this MOA for the sole purpose of connecting committed CFSA youth to educational programming opportunities. Additional confidentiality requirements are provided in Sections V-VI below.

B. Obligations and Responsibilities of CFSA

1. Identify youth participants who are selected into CSF-DC's educational programs who attend one of the ten participating CSF-DC schools.
2. Conduct early recruitment for 9th graders who attend the six DC high schools CSF-DC support to participate in the Ward 7 & 7 Scholars Program.
3. Recruit 9th and 10th graders in care at Cesar Chavez-Parkside and Friendship Tech to participate in the Upward Bound component of CSF-DC.
4. Determine and coordinate services and supports for all youth referred to and selected by CSF-DC.
5. Monitor the progress of youth served by CSF-DC and provide dedicated CFSA educational staff at all times to support referred youth with any barriers that may arise.
6. Obtain signed releases or other appropriate authorizations, as needed, for foster youth participating in CSF-DC program.
7. Coordinate professional development session/s for CSF-DC team members with a focus on foster care and the policies and regulations for youth in care as it relates to education.
8. Disclose limited information on foster youth identified to participate in CSF-DC programs to CSF-DC; information disclosed must be limited to information needed to achieve the objectives of this MOA. Additional confidentiality requirements are provided in Sections V-VI below.

IV. DURATION

The period of this MOA shall be from the date of execution through September 30, 2018 unless terminated in writing by the agencies pursuant to the termination clause in Section IX.

V. CONFIDENTIAL INFORMATION

A. Restrictions on the exchange and use of confidential information

1. CFSA may share information about foster youth with CSF-DC for the sole purpose of accomplishing the objectives of this MOA. Information about foster youth is confidential and CFSA will ensure that the information provided to CSF-DC about foster youth will be limited to information necessary to identify and provide education supports and services to foster youth.
2. CSF-DC shall use the information disclosed by CFSA about foster youth consistent with this MOA and for the sole purpose of identifying and providing education supports and services to foster youth.
3. The parties agree to treat all information about foster youth as confidential and will maintain the information in a secure manner with appropriate safeguards to prevent unauthorized disclosure.
4. CSF-DC will not disclose the status of a foster youth (i.e., the youth's status as committed to CFSA or as a foster youth) to any entity, school, or person without the consent of CFSA and/or the foster youth if he or she is 18 years or older.
- 5.

B. Additional legal requirements

The parties shall safeguard and protect the information and data obtained pursuant to this MOA from loss and unauthorized disclosure to third parties, and follow the notification protocols for security breaches outlined in this agreement and any other applicable District and federal laws, to include: the Confidentiality and Disclosure of Records on Abused and Neglected Children Act of 1979 (D.C. Official Code § 4-1303.06 to 4-1303.07) and the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Violations of these confidentiality statutes and applicable regulations may result in civil and criminal penalties. Specifically, CSF-DC agrees to report breaches or potential breaches of confidential information to the CFSA contact identified below and to report any use or disclosure of confidential information not permitted by this MOA, including breaches of unsecured information within two (2) days from the time CSF-DC becomes aware of such unauthorized use or disclosure. This includes any security incident of which CSF-DC becomes aware, whether those attempts were successful or not.

VI. PENALTIES FOR UNLAWFUL USE OR DISCLOSURE

Any unlawful use or disclosure of confidential information may be subject to penalties outlined in the Confidentiality and Disclosure of Records on Abused and Neglected Children Act of 1979, FERPA, and any other applicable District or federal laws.

VII. AUTHORITY

The Child and Family Services Agency is authorized to enter into this MOA in accordance with FERPA and the CFSA Establishment Act (D.C. Code §§ 4-1303.01 *et seq.*), for the purpose of connecting committed CFSA youth to educational opportunities through CSF-DC.

VIII. MODIFICATION

The terms and conditions of this MOA may be modified at any time by mutual written agreement of the parties. The parties agree to work together as appropriate, in good faith, to seek to identify and pursue opportunities for expanded commitments to carry out the purpose of this Agreement and to make any conforming changes to this Agreement.

IX. TERMINATION

CFSA may terminate this MOA prior to its expiration with 30-day written notice to CSF-DC.

X. EFFECTIVE DATE

This Agreement shall be effective upon execution by signatories.

XI. CONTACTS

The following individuals are the contact points for the parties under this MOA:

For the Child and Family Services Agency: For the College Success Foundation-DC:

Sarah E. Koreishi
Administrator
Office of Youth Empowerment
Child & Family Services Agency
3700 10th St., NW
Washington, DC 20010
(202) 442-6174

Lester McKee
Director of Programs
College Success Foundation-DC
1805 7th St. NW Suite 500
Washington, DC 20001
202-207-1800

IN WITNESS THEREOF, the agencies have executed this Agreement as follows

For the Child and Family Services Agency:



Brenda Donald
Director

Date: 10.10.17

For the College Success Foundation- District of Columbia



Herbert R. Tillery
Executive Director

Date: 24 Oct 17

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**MEMORANDUM OF AGREEMENT
BETWEEN
THE DISTRICT OF COLUMBIA
COLLEGE SUCCESS FOUNDATION-DC
AND
CHILD AND FAMILY SERVICES AGENCY
FOR THE 2017-2018 SCHOOL YEAR**

I. INTRODUCTION

This Memorandum of Agreement (MOA or Agreement) is entered into between the District of Columbia Child and Family Services Agency (CFSA) and the College Success Foundation-DC (CSF-DC) (collectively "the parties"). CFSA is the District of Columbia child welfare agency. CFSA provides, among other things, foster care services and transitional services to support the educational achievement of foster youth. The CSF-DC is a nonprofit organization that was founded in 2006 to address the low college graduate rates of students in the public and public charter schools of the District of Columbia. CSF-DC provides an integrated system of supports and scholarships for underserved, low-income students to assist them in finishing high school, graduating college and succeeding in life.

II. PROGRAM GOALS AND OBJECTIVES

The purpose of this MOA is to outline the working relationship between the parties to provide concrete, tailored and tangible educational supports to District of Columbia foster youth who aspire to attend college or are already enrolled in a full or part-time post-secondary educational program and enrolled in CSF-DC programming. CSF-DC will provide educational supports to youth enrolled in CSF-DC programs and identified by CFSA beginning in the eighth grade through college graduation.

In addition, this MOA provides the terms and conditions for the exchange of client-related information between the parties in accordance with District and federal laws. As part of this process, educational information may be disclosed by and between the parties in order to provide educational services and supports to District of Columbia foster youth. Requirements on the parties related to sharing information and restrictions on the use of information are addressed in Sections V-VI of this MOA.

III. SCOPE OF SERVICES

A. Obligations and Responsibilities of CSF-DC

1. Provide to CFSA a complete list of all the District of Columbia-based public and charter schools and colleges and universities where CSF-DC has staff and programs operating so CFSA can determine if there are any committed CFSA youth at those locations currently participating in their programming.

2. Invite CSF-DC as guest speakers at CFSA's Office of Youth Empowerment (OYE) educational sessions for first time and returning college students.
3. Include CFSA committed foster care youth on college tours, to include the spring sessions for eighth and ninth graders. College tours will be free of charge for youth who attend schools where CSF-DC programming exists and are enrolled in the CSF-DC programming. If the youth is not a participant at one of the eight high schools and two middle schools, there will be a cost associated. Cost per youth is contingent upon location of the tour.
4. Treat all information about CFSA's youth as confidential and use data disclosed pursuant to this MOA for the sole purpose of connecting committed CFSA youth to educational programming opportunities. Additional confidentiality requirements are provided in Sections V-VI below.

B. Obligations and Responsibilities of CFSA

1. Identify youth participants who are selected into CSF-DC's educational programs who attend one of the ten participating CSF-DC schools.
2. Conduct early recruitment for 9th graders who attend the six DC high schools CSF-DC support to participate in the Ward 7 & 7 Scholars Program.
3. Recruit 9th and 10th graders in care at Cesar Chavez-Parkside and Friendship Tech to participate in the Upward Bound component of CSF-DC.
4. Determine and coordinate services and supports for all youth referred to and selected by CSF-DC.
5. Monitor the progress of youth served by CSF-DC and provide dedicated CFSA educational staff at all times to support referred youth with any barriers that may arise.
6. Obtain signed releases or other appropriate authorizations, as needed, for foster youth participating in CSF-DC program.
7. Coordinate professional development session/s for CSF-DC team members with a focus on foster care and the policies and regulations for youth in care as it relates to education.
8. Disclose limited information on foster youth identified to participate in CSF-DC programs to CSF-DC; information disclosed must be limited to information needed to achieve the objectives of this MOA. Additional confidentiality requirements are provided in Sections V-VI below.

IV. DURATION

The period of this MOA shall be from the date of execution through September 30, 2018 unless terminated in writing by the agencies pursuant to the termination clause in Section IX.

V. CONFIDENTIAL INFORMATION

A. Restrictions on the exchange and use of confidential information

1. CFSA may share information about foster youth with CSF-DC for the sole purpose of accomplishing the objectives of this MOA. Information about foster youth is confidential and CFSA will ensure that the information provided to CSF-DC about foster youth will be limited to information necessary to identify and provide education supports and services to foster youth.
2. CSF-DC shall use the information disclosed by CFSA about foster youth consistent with this MOA and for the sole purpose of identifying and providing education supports and services to foster youth.
3. The parties agree to treat all information about foster youth as confidential and will maintain the information in a secure manner with appropriate safeguards to prevent unauthorized disclosure.
4. CSF-DC will not disclose the status of a foster youth (i.e., the youth's status as committed to CFSA or as a foster youth) to any entity, school, or person without the consent of CFSA and/or the foster youth if he or she is 18 years or older.
- 5.

B. Additional legal requirements

The parties shall safeguard and protect the information and data obtained pursuant to this MOA from loss and unauthorized disclosure to third parties, and follow the notification protocols for security breaches outlined in this agreement and any other applicable District and federal laws, to include: the Confidentiality and Disclosure of Records on Abused and Neglected Children Act of 1979 (D.C. Official Code § 4-1303.06 to 4-1303.07) and the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). Violations of these confidentiality statutes and applicable regulations may result in civil and criminal penalties. Specifically, CSF-DC agrees to report breaches or potential breaches of confidential information to the CFSA contact identified below and to report any use or disclosure of confidential information not permitted by this MOA, including breaches of unsecured information within two (2) days from the time CSF-DC becomes aware of such unauthorized use or disclosure. This includes any security incident of which CSF-DC becomes aware, whether those attempts were successful or not.

VI. PENALTIES FOR UNLAWFUL USE OR DISCLOSURE

Any unlawful use or disclosure of confidential information may be subject to penalties outlined in the Confidentiality and Disclosure of Records on Abused and Neglected Children Act of 1979, FERPA, and any other applicable District or federal laws.

VII. AUTHORITY

The Child and Family Services Agency is authorized to enter into this MOA in accordance with FERPA and the CFSA Establishment Act (D.C. Code §§ 4-1303.01 *et seq.*), for the purpose of connecting committed CFSA youth to educational opportunities through CSF-DC.

VIII. MODIFICATION

The terms and conditions of this MOA may be modified at any time by mutual written agreement of the parties. The parties agree to work together as appropriate, in good faith, to seek to identify and pursue opportunities for expanded commitments to carry out the purpose of this Agreement and to make any conforming changes to this Agreement.

IX. TERMINATION

CFSA may terminate this MOA prior to its expiration with 30-day written notice to CSF-DC.

X. EFFECTIVE DATE

This Agreement shall be effective upon execution by signatories.

XI. CONTACTS

The following individuals are the contact points for the parties under this MOA:

For the Child and Family Services Agency: For the College Success Foundation-DC:

Sarah E. Koreishi
Administrator
Office of Youth Empowerment
Child & Family Services Agency
3700 10th St., NW
Washington, DC 20010
(202) 442-6174

Lester McKee
Director of Programs
College Success Foundation-DC
1805 7th St. NW Suite 500
Washington, DC 20001
202-207-1800

IN WITNESS THEREOF, the agencies have executed this Agreement as follows

For the Child and Family Services Agency:



Brenda Donald
Director

Date: 10.10.17

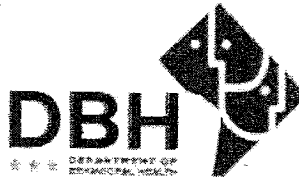
For the College Success Foundation- District of Columbia



Herbert R. Tillery
Executive Director

Date: 24 Oct 17

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**EXERCISE OF OPTION YEAR TWO OF THE MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF BEHAVIORAL HEALTH
AND
CHILD AND FAMILY SERVICES ADMINISTRATION
FY18**

I. INTRODUCTION

This Exercise of the Second Option Year based upon the Memorandum of Understanding ("MOU"), signed September 23, 2015 date, is entered into between the District of Columbia Child and Family Services Administration ("CFSA"), and the Department of Behavioral Health ("DBH"), collectively referred to herein as the "Parties." The exercise of this second option will support the High Fidelity Wraparound provided by a care management entity ("CME") that utilizes a facilitated, team and strength based approach to include services and support planning process for referred children identified with intensive and complex emotional and behavioral mental health needs.

WHEREAS, the MOU executed on September 23, 2015 provided in Section IV that the MOU may be renewed each fiscal year for a maximum of two (2) one-year option periods, and Section IV authorized modifications to the MOU.

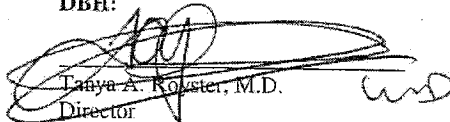
WHEREAS, the parties exercised the first option to renew the MOU in an agreement dated February 7, 2017. This agreement also modified the MOU executed on September 23, 2015 with respect to the total number of children involved in High Fidelity Wraparound, thereby reducing the number of clients from one hundred and four (104) to ninety-four (94) at any one point in time.

THEREFORE, the parties hereto exercise the second option and hereby extend the MOU. For FY18, the total number of children involved in High Fidelity Wraparound will be for ninety-four (94) children at any given point in time. The purpose of the exercise of the second option of the MOU is to continue the High Fidelity Wraparound through a CME. CFSA will convey three hundred thousand dollars (\$300,000.00) to DBH via inter-District transfer for the period beginning October 1, 2017 to September 30, 2018 for FY18.

All other terms and conditions of the original MOU shall remain in effect. Funding for the services shall not exceed the actual cost of the goods or services.

IN WITNESS WHEREOF


DBH:


Tanya A. Rolster, M.D.
Director

Date:

9/27/2017

CFSA:


Brenda Donald
Director

Date

10.10.17

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**MEMORANDUM OF UNDERSTANDING BETWEEN
THE DEPARTMENT OF BEHAVIORAL HEALTH
AND
THE CHILD AND FAMILY SERVICES AGENCY
FOR STAFFING UNDER
THE CFSA TRAUMA GRANT**

This Memorandum of Understanding ("MOU") is entered into between the District of Columbia Child and Family Services Agency ("CFSA") and the Department of Behavioral Health ("DBH"), collectively referred to herein as the "Parties," shall take effect on the date signed by both parties.

I. PROGRAM GOALS AND OBJECTIVES

CFSA is the recipient of a federal grant from the U.S. Department of Health and Human Services, Administration on Children, Youth and Families, Grant #90CO 1106 "Trauma-Informed Child Welfare Practice in the District of Columbia: System Transformation to Impact Outcomes for Children in Foster Care," for the development and implementation of a trauma informed system of care (hereinafter "Trauma Grant"), which was awarded on September 30, 2012 and continues through September 30, 2018 under a no cost extension. The development and implementation of the Trauma Grant requires the addition of a trauma project coordinator at CFSA to coordinate trauma screening, assessment and linkages for CFSA-involved youth.

II. SCOPE OF SERVICES

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOU expeditiously and economically, the respective responsibilities of the Parties shall be as follows:

A. RESPONSIBILITIES OF DBH

DBH shall:

1. Continue employment of a Trauma Project Coordinator in accordance with human resources requirements at a salary not to exceed a DS-601-13, Step 3 salary as a full-time DBH employee co-located at CFSA. The Coordinator will manage trauma screening, assessments and linkages for CFSA-involved youth.
2. Co-supervise the DBH Trauma Project Coordinator with CFSA.

B. RESPONSIBILITIES OF CFSA

CFSA shall:

1. Transfer funding in the amount of one hundred seventeen thousand two hundred forty eight dollars (\$117,248.00) to DBH by October 14, 2017 to pay

salary costs of ninety-three thousand nine hundred forty-eight dollars (\$93,948.00) and fringe benefit costs of twenty-three thousand three hundred dollars (\$23,300.00) for the Trauma Project Coordinator.

2. Name a manager to serve as the agency designee to work in collaboration with DBH to coordinate training from DBH's Provider network in trauma systems therapy, screening and assessment and evidence-based interventions consistent with requirements of CFSA's Trauma Grant;
3. Provide day-to-day supervision for the co-located Trauma Project Coordinator at CFSA.

III. DURATION OF MOU

The period of this MOU shall be from October 1, 2017 through September 30, 2018, unless terminated in writing by the Parties.

IV. AUTHORITY FOR MOU

- A. DBH is the agency within the Government of the District of Columbia (the "District") responsible for developing a system of care for persons with mental illness, including children, youth and their families. DBH operates in accordance with the requirements of the Mental Health Establishment Amendment Act of 2001 (the "Act"). DBH is authorized to enter into this MOU pursuant to D.C. Official Code §§ 1-301.01(k) (2010 Supp.) and 7-1131.04.
- B. CFSA is the agency within the Government of the District of Columbia responsible for the provision of services to promote the safety and well-being of children and families. CFSA is the District of Columbia's public child welfare agency (Title IV-E and IV-B) that protects child victims and children at risk of abuse and/or neglect. The agency coordinates public and private partnerships to preserve families through foster care, adoption, and child welfare services. CFSA is authorized to enter into this MOA pursuant to D.C. Official Code §§ 4-1303.03 and 1-301.01(k).

V. FUNDING PROVISIONS

A. COST OF SERVICES

The total cost for the services of the co-located Trauma Project Coordinator staff provided to CFSA under this MOU shall not exceed one hundred seventeen thousand two hundred forty eight dollars (\$117,248.00) for FY 2018. Cost of goods and services shall not exceed the actual cost of goods and services provided.

B. PAYMENT

1. Payment for all of the goods and services shall be made through a lump-sum Intra-District advance by CFSA to DBH in the sum of one hundred seventeen thousand two hundred forty eight dollars (\$117,248.00) based on the total amount of this MOU.
2. DBH will use funds transferred through the Intra-District advance only for those goods and services actually provided, pursuant to the terms of this MOU. DBH will advise CFSA of projected excess or unspent funds by August 1, 2018 and return funds to CFSA by September 30, 2018.
3. The Parties' Directors or their designees shall resolve all adjustments and disputes arising from services performed under this MOU. In the event that the Parties are unable to resolve a financial issue, the matter shall be referred to the D.C. Office of Financial Operations and Systems.

C. ANTI-DEFICIENCY CONSIDERATIONS

The Parties acknowledge and agree that their respective obligations to fulfill financial obligations of any kind pursuant to any and all provisions of this MOU, or any subsequent agreement entered into by the parties pursuant to this MOU, are and shall remain subject to the provisions of (i) the federal Anti-Deficiency Act, 31 U.S.C. §§1341, 1342, 1349, 1351, (ii) the District of Columbia Anti-Deficiency Act, D.C. Official Code §§ 47-355.01-355.08 (2001), (iii) D.C. Official Code § 47-105 (2001), and (iv) D.C. Official Code § 1-204.46 (2006 Supp.), as the foregoing statutes may be amended from time to time, regardless of whether a particular obligation has been expressly so conditioned.

VI. CONFIDENTIAL INFORMATION

The Parties to this MOU will use, restrict, safeguard and dispose of all information related to services provided by this MOU, in accordance with all relevant federal and local statutes, regulations, policies including the Health Insurance Portability and Accountability Act of 1996 (HIPPA) and the District of Columbia Mental Health Information Act. Information received by DBH in the performance of responsibilities associated with the performance of this MOU shall remain the property of DBH.

VII. TERMINATION

Either Party may terminate this MOU, whole or in part, by giving thirty (30) calendar days advance written notice to the other Party. If a Party terminates the MOU prior to the expiration of the MOU, the terminating Party shall provide the other Party a written plan to assume functions which they are terminating with termination of the agreement, and agrees to make the other Party whole for any losses incurred as a result of the early termination of

the agreement.

VIII. NOTICE

The following individuals are the contact points for each Party under this MOU:

Contact person for DBH:

Alma McClerklin

Co-Located Program Chief

DC Department of Behavioral Health

64 New York Avenue, NE, 3rd Floor

Washington, DC 20001

Phone: 202-727-8464

Email address: alina.mcclerklin@dc.gov

Contact person for CFSA:

Sarah Koreishi

Deputy Director

Office of Well-Being

Administration of Clinical, Education, and Family Services

DC Child and Family Services Agency

200 I Street, SE

Washington, DC 20003

Phone: 202-442-6002

Email address: sarah.koreishi@dc.gov

IX. MODIFICATIONS

The terms and conditions of this MOU may be modified only upon prior written agreement by the Parties.

X. APPLICABLE LAWS

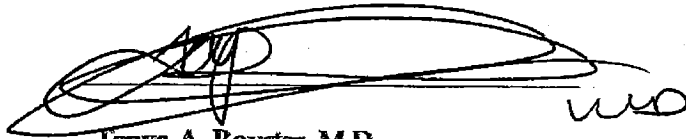
The Parties shall comply with all applicable laws, rules and regulations whether now in force or hereafter enacted or promulgated.

XL NO RIGHTS CREATED

This MOU shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any matter, administrative, civil or criminal.

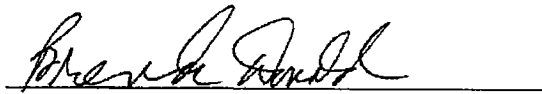
IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

Department of Behavioral Health


Tanya A. Royster, M.D.
Director

Date: 10/2/2017

Child and Family Services Agency


Brenda Donald
Director

Date: 9.27.17

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
DISTRICT OF COLUMBIA OFFICE OF THE CHIEF TECHNOLOGY OFFICER
FOR FISCAL YEAR 2018**

I. INTRODUCTION

This Memorandum of Understanding ("MOU") is entered into between the District of Columbia **CHILD AND FAMILY SERVICES AGENCY (CFSA)** and the District of Columbia **OFFICE OF THE CHIEF TECHNOLOGY OFFICER (OCTO)** collectively referred to herein as the "Parties."

II. LEGAL AUTHORITY FOR MOU

D.C. Official Code § 1-301.01(k).

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

This MOU covers the provisioning and maintenance of telecommunications services to the Buyer by the Seller at the following locations:

- 200 I Street
- 429 O Street NW
- 3700 10th Street NW
- 3350 9th Street NE
- 2041 MLK Jr. Avenue
- 3917 Minnesota Avenue NE
- 1470 Irving Street NW
- 611 Edgewood Street NE
- 508 Kennedy Street NW
- 500 Indiana Avenue NW

IV. SCOPE OF SERVICES

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOU expeditiously and economically, the Parties hereby agree as follows:

A. RESPONSIBILITIES OF SELLER AGENCY

The Seller Agency shall:

- (1) Schedule and perform all required corrective and preventative maintenance to ensure continuity of service and compliance with industry performance standards;
- (2) Assume 24/7 monitoring and maintenance accountability for all voice services documented in Appendix A;
- (3) Respond to all reports of individual line service outage no later than the next business day following receipt of the initial report; and
- (4) Respond within 2 to 4 hours to any reported outage where more than 10% overall service is affected or compromised.

B. RESPONSIBILITIES OF BUYER AGENCY

The Buyer Agency shall:

- (1) Arrange and /or provide unencumbered access to Buyers's property, facilities, and equipment and other physical plant as needed to accomplish Seller's obligations;
- (2) Identify an approved Intra-District Standard Request (IDSR) fund source for compensation amount stipulated in Appendix A of this MOU;
- (3) Utilize standard voice service request (VSR) and data service request (DSR) forms when ordering or modifying telecommunications services; and
- (4) Order products and services from DC-Ner's current and published product and pricing guide or negotiated through the quotation process.

V. DURATION OF MOU

The duration of this MOU shall be for Fiscal Year 2018 and shall begin on the later of either October 1, 2017 or the last date of execution by the Parties, and shall expire on September 30, 2018 unless terminated in writing by the Parties prior to expiration pursuant to Section XI of this MOU.

VI. FUNDING PROVISIONS

A. COST OF SERVICES

The total cost for goods and/or services under this MOU shall not exceed \$368,383.30

for Fiscal Year 2018. Funding for goods and/or services shall not exceed the actual cost of the goods and/or services provided, based on the rates provided in the budget, attached hereto as Appendix A.

B. PAYMENT

- (1) Payment for the goods and/or services shall be made through an Intra-District advance by Buyer Agency to Seller Agency based on the total amount of this MOU (\$368,383.30).
 - a. Advances to Seller Agency for the services to be performed and/or goods to be provided shall not exceed the actual costs of the goods or services or the amount of this MOU.
 - b. Seller Agency shall receive the advance and bill Buyer Agency through the Intra-District process only for those goods and/or services actually provided pursuant to the terms of this MOU.
- (2) Seller Agency shall provide Buyer Agency with online access to listing of itemized services, as well as upon request of Buyer Agency, which shall be available online at <https://services.dcnnet.dc.gov>.
- (3) Seller Agency shall:
 - a. Notify Buyer Agency within forty-five (45) days prior to the close of the fiscal year if it has reason to believe that all of the advance will not be billed during the current fiscal year.
 - b. Return any excess advance to Buyer Agency within thirty (30) days of the end of the current fiscal year.

C. ANTI-DEFICIENCY CONSIDERATIONS

The Parties acknowledge and agree that nothing in this MOU creates a financial obligation in anticipation of an appropriation, and that all provisions of this MOU, or any subsequent agreement entered into by the Parties pursuant to this MOU, are and shall remain subject to the provisions of (i) the federal Anti-Deficiency Act, 31 U.S.C. §§ 1341, 1342, 1349, 1351, (ii) the District of Columbia Anti-deficiency Act, D.C. Official Code §§ 47-355.01-355.08, (iii) D.C. Official Code § 47-105, and (iv) D.C. Official Code § 1-204.46, as the foregoing statutes may be amended from time to time, regardless of whether a particular obligation has been expressly so conditioned.

VII. AMENDMENTS AND MODIFICATIONS

This MOU may be amended or modified only upon prior written agreement of the Parties. Amendments or modifications shall be dated and signed by the authorized representatives of the Parties.

VIII. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

IX. COMPLIANCE AND MONITORING

Seller Agency will be subject to scheduled and unscheduled monitoring reviews to ensure compliance with all applicable requirements.

X. RECORDS AND REPORTS

Seller Agency shall maintain records and receipts for the expenditure of all funds provided pursuant to this MOU for a period of no less than three (3) years from the date of expiration or termination of this MOU and, upon the District of Columbia's request, make these documents available for inspection by duly authorized representatives of Buyer Agency and other officials as may be specified by the District of Columbia in its sole discretion.

XI. TERMINATION

Either Party may terminate this MOU in whole or in part by giving thirty (30) calendar days advance written notice to the other Party. In the event of termination of this MOU, payment to the Seller Agency shall be held in abeyance until all required fiscal reconciliation, but not later than September 30 of the then current fiscal year.

XII. NOTICES

The following individuals are the contact points for each Party:

Child and Family Services Agency

Nikol Nabors-Jackson
Deputy Director for Administration
Child and Family Services Agency
200 I Street, SE, Suite 3222
Washington DC, 20003
Phone: 202.442.6012
Fax: 202.727.7277
E: Nikol.Nabors-Jackson@dc.gov

Office of the Chief Technology Officer | DC-NET

Anil Sharma
Chief Network Officer
655 15th Street, NW, Suite 500
Washington DC, 20005
Phone: 202.715.3805
Fax: 202.715.3817
Email: anil.sharma@dc.gov

XIII. PROCUREMENT PRACTICES ACT

If a District of Columbia agency or instrumentality plans to utilize the goods and/or services of an agent, contractor, consultant or other third party to provide any of the goods and/or services under this MOU, then the agency or instrumentality shall abide by the provisions of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code § 2-351.01, *et seq.*) to procure the goods or services.

XIV. RESOLUTION OF DISPUTES

The Parties' Directors or designees shall resolve all adjustments and disputes arising from services performed under this MOU. The decision of the Parties' Directors related to any disputes referred shall be final. In the event that the Parties are unable to resolve a financial issue, the matter shall be referred to the D.C. Office of the Chief Financial Officer, Office of Financial Operations and Systems.

XV. CONFIDENTIAL INFORMATION

The Parties to this MOU will use, restrict, safeguard and dispose of all information related to services provided by this MOU in accordance with all relevant federal and local statutes, regulations, and policies. Information received by either Party in the performance of responsibilities associated with the performance of this MOU shall remain the property of the Buyer Agency.

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IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

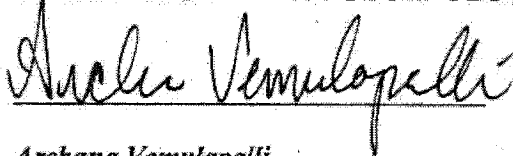
**DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY**



Date: 10.25.17

Brenda Donald
Director, CFSA

**DISTRICT OF COLUMBIA
OFFICE OF THE CHIEF TECHNOLOGY OFFICER**



Date: 11/3/17

Archana Vemulapalli
Chief Technology Officer, OCTO

APPENDIX A

The total cost to be paid via **FY2018 MOU** is **\$368,383.30**

CFSA - CHILD AND FAMILY SERVICES (RL) - FY2018 - Estimated / Forecasted Charges				
	Service Type	Monthly Charges	Quantity	FY 18 Project Annualized
VOICE	VoIP	\$11,621.30	926	\$139,455.60
	Digital	\$464.00	29	\$5,568.00
	Analog	\$162.26	14	\$1,947.12
	E-Fax	\$290.00	29	\$3,480.00
	Software Lines	\$17.50	5	\$210.00
	Spare	\$31.20	26	\$374.40
	Voicemails	\$3,794.49	951	\$45,533.88
	Web Conferencing(WebEx)	\$264.00	6	\$3,168.00
	Wireless AP's	\$34.93	7	\$419.16
	NICE Call Recording Maintenance	\$1,000.00	1	\$12,000.00
	NICE Bridge Maintenance	\$495.25	1	\$5,943.00
	VOICE TOTAL	\$17,679.68		\$218,099.16
DATA	VPN-ACCESS CONNECTION 1GBPS 200 I Street SE	\$4,995.00		\$59,940.00
	VPN-ACCESS CONNECTION 50MBPS 3350 9th Street NE)	\$1,730.00		\$20,760.00
	VPN-ACCESS CONNECTION 50MBPS 429 O Street NW)	\$1,730.00		\$20,760.00
	VPN-ACCESS CONNECTION 2MBPS 1470 Irving St NW	\$400.00		\$4,800.00
	VPN-ACCESS CONNECTION 2MBPS 200 I Street SE)	\$400.00		\$4,800.00
	VPN-ACCESS CONNECTION 2MBPS 2041 MLK Jr. Avenue)	\$400.00		\$4,800.00
	VPN-ACCESS CONNECTION 2MBPS 3350 9th Street NE)	\$400.00		\$4,800.00
	VPN-ACCESS CONNECTION 2MBPS 3917 Minnesota Ave NE)	\$400.00		\$4,800.00
	VPN-ACCESS CONNECTION 2MBPS 500 Indiana Ave NW)	\$400.00		\$4,800.00
	VPN-ACCESS CONNECTION 2MBPS 611 Edgewood NE)	\$400.00		\$4,800.00
	DATA TOTAL	\$11,255.00		\$139,860.00
WebEx Audio	WebEx Audio Usage Charges in FY17	\$392.14		\$392.14
ACD	ACD MAINTENANCE FEE (12 MONTHS)	\$1,236.00		\$14,832.00
GRAND TOTAL		\$30,162.82		\$368,383.30

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**MEMORANDUM OF AGREEMENT
BETWEEN
DEPARTMENT OF HEALTH CARE FINANCE
AND
CHILD AND FAMILY SERVICES AGENCY**

Term: October 1, 2017 — September 30, 2021

I. INTRODUCTION

This Memorandum of Agreement (MOA) is entered into between the District of Columbia Department of Health Care Finance (DHCF), and the Child and Family Services Agency (CFSA) individually referred to as the "Party," or collectively referred to herein as the "Parties."

DHCF is the single state agency responsible for administering Title XIX of the Social Security Act (Medicaid, *see* 42 U.S.C. § 1396). DHCF develops eligibility, coverage, and payment policies for the Medicaid program; facilitates and supports and/or coordinates the delivery of covered services by other District agencies; ensures that the Medicaid and other programs operated under MOAs or Memoranda of Understanding by sister agencies are compliant with all federal and District laws and regulations; works to ensure that the District fully utilizes federal funding for covered Medicaid services; and analyzes new and existing federal and District health care delivery and financing policies to ensure that they promote efficient, effective, and appropriate health care.

CFSA is the agency within the Government of the District of Columbia responsible for ensuring the stability and well-being of children and families, and also protecting children from abuse or neglect. Through the coordination of public and private partnerships, CFSA seeks to preserve the family unit by providing a variety of services designed to meet the developmental needs of children, preventing child abuse and child neglect, and by providing temporary placement options for children in the care and custody of CFSA. CFSA safeguards the rights and protects the welfare of children whose parents are unable to do so. CFSA operates in accordance with the requirements of the Child and Family Services Establishment Act of 2001 (D.C. Law 13-271; D.C. Official Code § 4-1303.01 *et seq.*) which requires CFSA to provide services necessary to prevent and remedy child abuse and neglect.

II. LEGAL AUTHORITY

This agreement is authorized by D.C. Official Code § 1-301.01(k);

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

This MOA establishes the terms and conditions under which the Parties shall coordinate and share data in an effort to ensure children in the custody of CFSA receive needed health services. This includes historical data for the period that children adopted through CFSA were in CFSA care. These children will be referred to herein as "CFSA children." Specifically, this MOA addresses the transfer of data related to oral health and preventive health care compliance with

Early and Periodic Screening, Diagnostic and Treatment ("EPSDT") services benefit for CFSA children, who are enrolled in Medicaid.

IV. STATEMENT OF PRINCIPLES

This MOA is based on the following principles:

- A. DHCF and CFSA have a common interest in ensuring that CFSA children receive needed health services and in ensuring the District is meeting all federal reporting requirements to the US Department of Health and Human Services.
- B. DHCF and CFSA put forth public funds to ensure that CFSA children receive needed services and agree that collaboration and data-sharing will decrease duplicate screenings and maximize appropriate stewardship of these funds.
- C. This agreement will not modify the systemic responsibilities or authority delegated to the parties within their organizations.
- D. This agreement is not intended to override or amend any unrelated interagency agreement or memorandum of understanding, which may already exist between DHCF and CFSA.
- E. All Parties will monitor this agreement to ensure that the provisions specified are executed. Unless otherwise noted, "CFSA" refers specifically to the Department of Well-Being and "DHCF" refers specifically to the Health Care Delivery Management Administration, Division of Children's Health Services. All provisions specified in this agreement will be carried out by the program managers of these divisions, or their designees.
- F. All Parties will provide information and data needed to carry out the MOA, and data will be maintained in a manner compliant with the Health Insurance Portability and Accountability Act (HIPAA) when applicable.

V. SCOPE OF SERVICES

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA, the Parties do hereby agree:

- A. Identification of Children
 - a. For all children in foster care during the data period: CFSA will provide DHCF with a list of children, including client ID, first name, last name, date of birth, sex, race, ethnicity, and Medicaid ID.
 - b. For children who exited foster care during the data period: CFSA will provide DHCF with a list of children, including client id, first name, last name, date of birth, sex, race, ethnicity, and Medicaid ID.
- B. Identification of Health Services
 - a. DHCF will identify which CFSA clients have Medicaid claims for EPSDT services, limited to well-child visits, dental services, and lead screening tests.
 - b. As children enter custody, DHCF will provide CFSA with all medical encounter information for the past twenty-four (24) months. For children remaining in custody, DHCF will provide CFSA with a quarterly report of the compliance

status for well-child visits, dental services, and lead screening tests. This report will outline which children are due for services in the upcoming quarter as well as which children are overdue for services.

C. CFSA Outreach and Coordination

- a. CFSA will use the Medicaid claims to coordinate with social workers and foster parents to ensure CFSA children receive needed health services.
- b. Children/youth enrolled in the Nurse Care Manager (NCM) program will have NCMs to coordinate, monitor and track health care services. Non-NCM enrollees will be monitored by their social worker and foster parent with support when needed from the Health Services Administration (HSA).

D. DHCF Support

- a. DHCF will provide outreach materials and instructions for foster parents on how to access Medicaid-covered health care services for CFSA clients.
- b. DHCF will provide an annual training for CFSA case workers and the Health Services Administration on how to access Medicaid-covered health care services.

VI. DURATION OF MOA

A. PERIOD

The period of this MOA shall be from the date the last Party signed this MOA through September 30, 2021 unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. CONFIDENTIALITY AND DATA PROTECTION

All data obtained pursuant to this MOA will be protected in a manner compliant with HIPAA as follows:

- A. DHCF and CFSA are covered components within the District's covered hybrid entity under HIPAA. DHCF and CFSA acknowledge that any health data shared by DHCF or CFSA, including Medicaid enrollment data, must be safeguarded in accordance with HIPAA.
- B. The Parties agree not to use or disclose Protected Health Information or electronic Protected Health Information (hereinafter "PHI or Protected Health Information") other than as permitted by this Agreement or as required by law.
- C. CFSA may de-identify any and all Protected Health Information provided by DHCF, provided that the de-identification methods are appropriate and consistent with the US Department of Health and Human Services, Office for Civil Rights HIPAA guidance on the de-identification of PHI data. Pursuant to 45 C.F.R. § 164.502(d)(2), de-identified

information does not constitute Protected Health Information and is not subject to HIPAA compliance.

- D. The Parties agree to use appropriate safeguards and comply with administrative, physical, and technical safeguards requirements in 45 C.F.R. §§ 164.308, 164.310, 164.312 and 164.316 to maintain the security of the Protected Health Information and to prevent use or disclosure of such Protected Health Information other than as provided in this Agreement, and as such, may be held directly liable for its own compliance by the United States Department of Health and Human Services. If necessary, the Parties agree to the monitoring and auditing to ensure compliance with this section. A summary of HIPAA Security Rule standards is attached as an Appendix to this Agreement.
- E. The Parties agree to report immediately, but not later than 24 hours, and in writing, any use or disclosure of the Protected Health Information not permitted or required by this Agreement or other incident or condition arising out of the Security Rule, including breaches of unsecured protected health information as required at 45 C.F.R. Part 164, Subpart D, to the Parties' Privacy Liaisons and/or the District-wide Privacy and Security Official.
- F. The Parties agree that workforce members, agents and subcontractors who violate the provisions of this Agreement or other applicable federal or state privacy law will be subject to discipline in accordance with the District Personnel Manual, applicable collective bargaining agreement, and applicable contracts with vendors. The Parties shall inform the District-wide Privacy and Security Official or the agency Privacy Liaisons of the imposition of sanctions.
- G. The Parties shall cooperate and work collaboratively with the District-wide Privacy and Security Official to review technology and safeguards associated with this MOA, as well as to investigate any privacy and security incidents, to mitigate any potential damages, and provide timely notices to meet statutory deadlines.
- H. Within 30 days following the commencement of this Agreement, any subsequent modification to this Agreement or 30 days following relevant procurement, CFSA will provide DHCF with a list of all vendors who meet both the definition of a Business Associate and will access Medicaid data. Additionally, CFSA agrees to ensure their respective vendors and vendors' subcontractors understanding of liability and monitor, where applicable, compliance with this Agreement. In like manner, DHCF will provide CFSA with the same information regarding its Business Associates who will have access to CFSA data under this Agreement, as well as ensure the understanding of vendors and vendors' subcontractors.
- I. Data reports described in Section V containing personal health data will be exchanged in encrypted password protected Excel files. Data shall be hand-delivered between the Parties or transmitted electronically via secure server, with passwords shared orally or under separate cover. Macro level reports without individually identifiable information

about specific children, as listed in 45 C.F.R. § 164.514 (b)(2)(i), may be exchanged via standard electronic mail.

- J. The Parties agree to use training offered or approved by the Office of the Attorney General or the Parties' Privacy Liaisons to train workforce members, who may be in contact with data covered under this MOA, on what constitutes a privacy or security incident and how to securely transmit data. This training should also include notification instructions in paragraph G of this Subsection.
- K. The Parties to this MOA, including their agents, workforce members, vendors and vendors' subcontractors, will use, restrict, safeguard and dispose of all information related to services provided by this MOA, in accordance with all relevant federal and local statutes, regulations, and policies.
- L. Information received by any Party in the performance of responsibilities associated with the performance of this MOA shall remain the property of the original owners. Data exchanged in this MOA shall not be used for purposes other than as described herein.
- M. DHCF will maintain the longitudinal record of the compilation data derived from the processes outlined in this MOA. Any compilation reports containing identifiable data provided to CFSA by DHCF shall be destroyed by CFSA by December 31st of the following fiscal year.

VIII. TERMINATION

Either Party may terminate this MOA in whole or in part by giving thirty (30) calendar days advance written notice to the other Party.

IX. NOTICE

The following individuals are the contact points for each Party under this MOA:

Heather D. Stowe, Ph.D, LICSW
Principal Deputy Director
Child and Family Services Agency
200 I Street SE
Washington, DC 20003
Tel: 202-727-7709
Heather.Stowe@dc.gov

Colleen Sonosky, JD
Associate Director
Division of Children's Health Services
Health Care Delivery Management Administration
Department of Health Care Finance

441 4th Street, NW Suite 900 S
Washington, DC 20001
Tel: 202-442-5913
Colleen.Sonosky@dc.gov

For privacy and security matters:

LaRah D. Payne, ScD, MPH, CIPP/G
Information & Privacy Officer
Government of the District of Columbia
Department of Health Care Finance
441 4th Street, NW, Suite 900 S
Washington, DC 20001
Tel: 202-442-9116
LaRah.Payne@dc.gov

Dionne Bryant, Esq.
Assistant General Counsel and
Privacy Liaison
Child and Family Services Agency
Tel: 202-442-6153
Dionne.Byrant@dc.gov

Tina L. A. Curtis, Esq., CIPP
Director/District-wide Privacy and Security Official
Office of Healthcare Privacy and Confidentiality
Office of the Attorney General for the District of Columbia
Tel: 202-442-9373
Tina.Curtis@dc.gov

X. MODIFICATIONS

The terms and conditions of this MOA may be modified only upon prior written agreement by the Parties.

XI. PROCUREMENT PRACTICES ACT

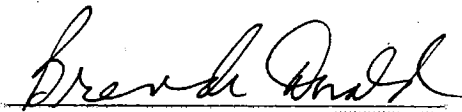
If a District of Columbia agency or instrumentality plans to utilize the goods or services of an agent or third party (*e.g.*, contractor, consultant) to provide any of the goods or services specified under this MOA, then the agency or instrumentality shall abide by the provisions of the District of Columbia Procurement Practices Reform Act of 2010, effective April 8, 2011 (D.C. Official Code § 2-351.01 *et seq.* (2011 Repl.)), to procure the goods or services of the agent or third party.

XIII. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in force or hereafter enacted or promulgated.

IN WITNESS WHEREOF, the Parties hereto have executed this MOA as follows:

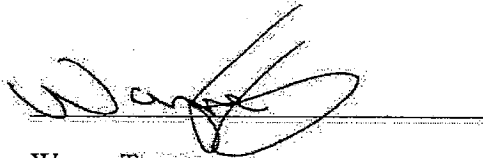
District of Columbia Child and Family Services Agency



Date: 9.14.17

Brenda Donald
Director

District of Columbia Department of Health Care Finance



Date: 9-8-17

Wayne Turnage
Director

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MEMORANDUM OF UNDERSTANDING

BETWEEN

THE HUMAN RESOURCES ADMINISTRATION, CFSA

AND

THE DEPARTMENT OF HUMAN RESOURCES

FOR FISCAL YEAR 2018

I. INTRODUCTION

This Memorandum of Understanding (MOU) is entered between the District of Columbia (District) Human Resources Administration, CFSA (Buyer) and the Department of Human Resources (Seller), collectively known as the Parties.

II. PROGRAM GOALS AND OBJECTIVES

The Seller will provide the Buyer with suitability related services for its candidates, employees, and volunteers who are subject to enhanced suitability screenings. The objective of the suitability screenings is to determine whether each specific candidate, employee, or volunteer is suitable for District employment consistent with Title 6B, Chapter 4, of the District of Columbia Municipal Regulations (DCMR).

III. SCOPE OF SERVICES

In pursuit of the shared goals of the Parties to carry out the program goals and objectives expeditiously and economically, the Parties agree as follows:

A. RESPONSIBILITIES OF SELLER

1. The Seller shall ensure that local and national enhanced suitability screenings, such as criminal background checks, mandatory alcohol and drug tests, and consumer credit checks are conducted in a manner consistent with prevailing District and federal law for each of the Buyer's candidates, employees, and volunteers who are subject to enhanced suitability screenings.
2. For each candidate, employee, and volunteer who undergoes enhanced suitability screenings, the Seller shall make a suitability determination in accordance with 6B DCMR § 400 *et seq.* Each suitability determination shall

be provided to the Buyer through an electronic means established by the Seller.

3. Whenever a suitability determination necessitates adverse action against an employee, the Seller, in consultation with the Buyer, may act on the Buyer's behalf for carrying out such actions. To that end, and consistent with Chapter 16 of Title 6B of the D.C. Municipal Regulations, the Buyer designates the DCHR Compliance Manager as the proposing official and the DCHR Associate Director for Policy and Compliance as the deciding official for these adverse actions. However, nothing in this paragraph shall preclude the Buyer from electing to effectuate such adverse actions.
4. The Seller shall notify the Buyer at least ten (10) business days prior to any anticipated disruptions in services to be delivered under the MOU.
5. The Seller shall notify the Buyer at least ten (10) business days prior to changing any business processes that are utilized for carrying out the delivery of services under this MOU.
6. For individuals with minor or no criminal history, and for drug test results, the Seller shall supply suitability determinations within five (5) business days upon its receipt of all information necessary to make such a suitability assessment, such as FBI reports and drug test results. The Seller shall provide suitability assessments for individuals with more substantial criminal histories within fifteen (15) business days upon receiving the FBI report. To the extent more time is needed to complete an assessment, the Seller shall notify the Buyer of the circumstances.
7. The Seller shall provide reasonable program support to the Buyer, upon request, including assistance with any training or program initiation needs.

B. RESPONSIBILITIES OF THE BUYER

1. The Buyer shall advance to the Seller **\$38,819.00** for suitability services.
2. The Buyer shall ensure the Seller receives all documentation reasonably necessary to carry out its responsibilities under this MOU.
3. The Buyer agrees to be bound by the provisions contained in Title 6B, Chapter 4, of the DCMR. Moreover, the Buyer agrees that for purposes of that chapter, the Seller serves as the Program Administrator.
4. The Buyer will maintain and ensure that local and national enhanced suitability screenings regarding post-accident, incident, and reasonable suspicion alcohol and drug tests, traffic checks, and Child Protection Registry checks, are conducted in a manner consistent with prevailing District and federal law for each of the Buyer's candidates, employees, and volunteers who are subject to enhanced suitability screenings.

5. The Buyer will make a suitability determination in accordance with 6B DCMR § 400 *et seq.* regarding post-accident, incident, and reasonable suspicion alcohol and drug tests, traffic checks, and Child Protection Registry checks.
6. The Buyer agrees that a candidate's or employee's FBI report shall be made available to that individual upon his or her written request. FBI reports shall be supplied to the Buyer, upon request, and on an individual basis, subject to the approval of DCHR's General Counsel. Requests for FBI reports shall be made in writing by CFSA's General Counsel and be directed to DCHR's General Counsel. In accordance with federal law, dissemination of FBI reports to CFSA will be logged by DCHR.

IV. DURATION OF MOU

- A. The period of this MOU shall be from October 1, 2017, through September 30, 2018, unless terminated in accordance with Section XI prior to the expiration.
- B. The Parties may extend the term of this MOU by exercising a maximum of one (1) one-year option period. Option periods may consist of a year, a fraction thereof, or multiple successive fractions of a year. The Buyer shall provide thirty (30) day notice of its intent to renew an option period prior to the expiration of the MOU.
- C. The Parties acknowledge that the exercise of an option period is subject to the availability of funds at the time of the exercise of the option.
- D. Subject to appropriations and Section XI of this MOU, this paragraph serves as the Buyer's letter of intent for Fiscal Year 2019 to execute an extension pursuant to paragraph B of this section or execute a new MOU with identical terms for at least **\$38,819.00**.

V. AUTHORITY FOR MOU

The authority for this MOU may be found at D.C. Official Code § 1-301.01(k) (2016 Repl.). The MOU is entered into to carry out the provisions of 6B DCMR § 400 *et seq.*

VI. FUNDING PROVISIONS

A. COST OF SERVICES

1. Total cost for services under this MOU shall not exceed **\$38,819.00** for Fiscal Year 2018. Funding for services shall not exceed the actual cost of the goods and services.

2. The estimated cost of this MOU is based upon the projected service costs outlined in the table below. These projections are only estimates and do not account for all suitability services that may be provided under this MOU. For example, the Buyer may request weekend service collections which may result in overtime fees. However, the total resulting service cost shall not exceed the maximum amount of this MOU established in subsection (A) (1).
3. In the event a Party terminates this MOU, payment to the Seller shall be held in abeyance until all required fiscal reconciliation, but not longer than September 30th of the current fiscal year.

CFSA	Positions	Criminal Checks	Drug Screening	Alcohol Testing	Credit Checks
Agency Population (1000)	Safety	410	410	410	
	Protection	149	149	149	
	Security	186			186
	Volunteers	50			
	Summer Hires	0	0		
	Turnover	0.1	0.1	0.1	0.1
Projection	Applicants	124	55		18
	Recerts/Random	335	184	36	
	Total Positions				
Service Cost	Unit Cost	\$30.00	\$42.00	\$34.00	\$10.00
	Personnel Cost	\$27.00	\$26.00	\$0.00	\$0.00
	Sub-Totals	\$57.00	\$68.00	\$34.00	\$10.00
\$38,819.00	Grand Total ¹	\$26,163.00	\$16,252.00	\$1,224.00	\$180.00

B. PAYMENT

1. Payment for the goods and services shall be made through an Intra-District advance by the Buyer to the Seller based on the total amount of this MOU.

¹ The Grand Total of \$38,819.00 reflects the MOU's actual total service costs in the amount of \$43,819.00 less \$5,000.00 downward adjustment.

2. The Seller shall submit quarterly reconciliations that shall include the amounts billed for that period. The invoices shall include: (1) a list of services, the names of associated candidates and applicants, and their costs; and (2) a list of labor costs including hourly rates for all laborers.
3. Advances to the Seller for the services to be performed and goods to be provided shall not exceed the amount of this MOU.
4. The Seller shall receive the advance and bill the Buyer through the Intra-District process only for those goods and services actually provided pursuant to the terms of this MOU. The Seller shall return any excess advance to the Buyer within thirty (30) days of the end of the current fiscal year.
5. The Parties' Directors, or their designees, shall resolve all adjustments and disputes arising from services performed under this MOU. In the event the Parties are unable to resolve a financial issue, the matter shall be referred to the Office of Financial Operations and Systems.

VII. ANTI-DEFICIENCY CONSIDERATIONS

The Parties acknowledge and agree that their respective obligations to fulfill financial obligations of any kind pursuant to any and all provisions of this MOU, or any subsequent agreement entered into by the Parties pursuant to this MOU, are and shall remain subject to the provisions of: (i) the federal Anti-Deficiency Act, 31 U.S.C. §§ 1341, 1342, 1349, 1351; (ii) the District of Columbia Anti-Deficiency Act, D.C. Official Code §§ 47-355.01-355.08 (2015 Repl. & 2017 Supp.); (iii) D.C. Official Code § 47-105 (2015 Repl.); and (iv) D.C. Official Code § 1-204.46 (2016 Repl.), as may be amended, regardless of whether a particular obligation has been expressly so conditioned.

VIII. COMPLIANCE AND MONITORING

As this MOU is funded by District of Columbia funds, the Seller will be subject to scheduled and unscheduled monitoring reviews to ensure compliance with all applicable requirements.

IX. RECORDS AND REPORTS

The Seller shall maintain records and receipts for the expenditure of all funds provided for a period of no less than three (3) years from the date of expiration or termination of this MOU and, upon the District of Columbia's request, make these documents available for inspection by duly authorized representatives of the Buyer and other officials as may be specified by the District of Columbia.

X. CONFIDENTIAL INFORMATION

The Parties to this MOU will use, restrict, safeguard and dispose of all information related to services provided by this MOU, in accordance with all relevant federal and local statutes, regulations, and policies. Information received by either Party in the performance of responsibilities associated with this MOU shall remain property of the Buyer.

XI. TERMINATION

Either Party may terminate this MOU in whole or in part by giving a thirty (30) calendar day advance written notice to the other Party.

XII. NOTICE

The following individuals are the contact points for each Party under this MOU:

Justin Zimmerman, Esq., Associate Director
Policy and Compliance Administration, DCHR
441 4th ST NW STE 310S, Washington DC 20001
(202) 727-1568

Sonya Williams
Human Resources Administration, CFSA
200 I Street SE, Room 3011, Washington DC 20003
(202) 727-7090

XIII. MODIFICATIONS

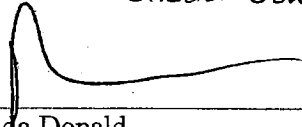
The terms and conditions of this MOU may be modified only upon prior written agreement by the Parties.

XIV. MISCELLANEOUS

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated, and agree to be bound by the Comprehensive Merit Personnel Act, D.C. Official Code § 1-601.01 *et seq.*, as implemented through the District Personnel Manual.

FOR THE HUMAN RESOURCES ADMINISTRATION, CFSA

Rachel M. Joseph, Chief of Staff for
Director Donald

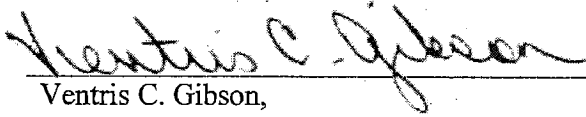


Brenda Donald,
Director

9/29/17

Date

FOR THE DEPARTMENT OF HUMAN RESOURCES



Ventris C. Gibson,
Director

Oct. 3, 2017

Date

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Exercise of Option Year 1
For the
MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DISTRICT OF COLUMBIA
CHILD AND FAMILY SERVICES AGENCY
AND
THE DEPARTMENT OF FOR-HIRE VEHICLES

Memorandum of Understanding originally dated May 2, 2017, and amended on September 27, 2017, ("MOU") was entered into between the District of Child and Family Services Agency, the buyer agency ("CFSA"), and the Department of For-Hire Vehicles, the seller agency ("DFHV") collectively referred to herein as the "Parties." The Parties now desire to modify the MOU as follows:

- I. **Section II. AUTHORITY FOR MOU:**
No changes to original MOU
- II. **Section V. FUNDING PROVISIONS is hereby modified as follows:**
Total funds under this MOU: not to exceed \$500,000.00 for CFSA's Fiscal Year 2018.
- III. **Section VI. DURATION OF MOU is hereby modified as follows:**
The Parties hereby agree to extend the term of this MOU from October 1, 2017 through September 30, 2018.

All other terms and conditions of the MOU shall remain the same.

IN WITNESS WHERE, the Parties hereto have executed this Modification to MOU as follows:

FOR THE DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY

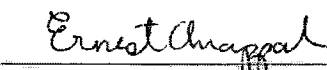


BRENDA DONALD
Director

9/28/2017

DATE

FOR THE DEPARTMENT OF FOR-HIRE VEHICLES



ERNEST CHRAPPAH
Director

9/30/17

DATE

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
THE DISTRICT OF COLUMBIA HOUSING AUTHORITY
FOR
THE ADMINISTRATION OF THE RAPID HOUSING PROGRAM
Fiscal Year 2018**

I. INTRODUCTION

This Memorandum of Understanding ("MOU") is entered into between the Child and Family Services Agency, the buyer agency ("CFSA") and the D.C. Housing Authority, the seller agency ("DCHA"), collectively referred to herein as the "Parties".

II. LEGAL AUTHORITY FOR MOU

D.C. Official Code §§ 1-301.01(k), 4-1303.01a *et seq.*

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is a cabinet-level government agency dedicated to providing for the safety, permanence, and well-being of children and families residing in the District of Columbia. Two essential pieces of legislation continue to guide and support these efforts: (1) the federal Adoption and Safe Families Act of 1997, which amended the Adoption Assistance and Child Welfare Act of 1980 (Public law 96-272), and (2) the DC Adoption and Safe Families Amendment Act of 2000.

DCHA is an independent government authority established to provide decent, safe, and sanitary housing for persons and families of low to moderate income in the District of Columbia. DCHA is dedicated to enhancing the quality of life in the District by providing and effectively managing affordable housing that is diverse and aesthetically pleasing.

The CFSA Rapid Housing Support Program is for youth aging out of foster care and CFSA families with active open cases who have applied for Rapid Housing and have been approved to participate in the time-limited funding program ("Clients"). The Program is an initiative that pays a housing subsidy to landlords for housing CFSA Clients.

Accordingly, it is necessary for CFSA to enter into an MOU with DCHA to administer the Rapid Housing Program for CFSA Clients.

IV. SCOPE OF SERVICES

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOU expeditiously and economically, the Parties hereby agree as follows:

A. RESPONSIBILITIES OF DCHA

1. DCHA agrees to serve as the fiscal agent for all payments for families and youth who are approved for financial assistance under CFSA's Rapid Housing Support Program. In addition, DCHA shall inspect Rapid Housing Support Program Clients' units at least once annually to ensure that occupied units meet Federal Housing Quality Standards ("HQS") requirements; make Rapid Housing Support Program payments to landlords; provide activity and financial reports for the Rapid Housing Support Program; and perform other responsibilities agreed to by both Parties.
2. DCHA shall provide the appropriate staff to perform the services required by this MOU, including a staff member to serve as the liaison to CFSA.
3. DCHA shall provide the following services to CFSA:
 - i. DCHA shall maintain the Rapid Housing Program funds in a segregated account and ensure that any interest on the funds is deposited back into the Rapid Housing Program account for use for the program.
 - ii. DCHA shall pay on behalf of Clients, on the 1st and the 15th of each month: rents, pro-rated rents, security deposits, adjustments, and other related costs authorized by CFSA. DCHA shall make timely payments, no later than the first business day of the month after CFSA notification on the 10th day of the prior month.
 - iii. DCHA shall develop and implement procedures for processing emergency requests for payments authorized by CFSA. An emergency request is defined by CFSA as an unanticipated, unplanned, and unscheduled need for payment that will result in an adverse impact on a Client if a response is delayed. Such emergencies may result in eviction or threats to health and safety. Emergency payments must be processed and paid on the 1st or the 15th of month, whichever is earlier, after notice to DCHA by CFSA.
 - iv. DCHA shall inspect rental units prior to occupancy by CFSA Clients within five (5) business days of the request for inspection by CFSA and annually thereafter, to ensure compliance with the HQS. DCHA shall promptly inform CFSA if, during an inspection, an inspector observes what he or she believes to be an emergency violation of HQS. CFSA may require an emergency HQS inspection be performed within one business day and will notify DCHA if such emergency inspection should occur. CFSA and DCHA will develop written procedures for an emergency inspection within 30 days of the executed MOU.
 - v. DCHA shall notify CFSA when a unit appears to be vacant at an HQS inspection.
 - vi. DCHA shall provide CFSA with a comprehensive Client list of CFSA Rapid

Housing Program units in its database. This list shall also include due dates of annual inspections. This list will be updated monthly when changes occur.

- vii. DCHA shall provide the following reports to CFSA in a format agreed upon by both Parties:
 - 1) An annual certificate of segregation of Rapid Housing Program funding (due within 30 days of the end of the fiscal year).
 - 2) Annual report on the end-of-fiscal year funds to be carried over into the then current fiscal year (due within 30 days of the end of the fiscal year).
 - 3) Monthly bank statements and supplementary information, including all account deposits, withdrawals, services charges, and balances of each month for the previous month.
 - 4) Monthly variance reports listing payments authorized, but not made, and the reason for any payment delays (due by the 10th of each month for the previous month).
- viii. DCHA shall, for its actual administrative costs and additional expenses incurred in FY2018 provide to CFSA prior to September 30, 2018, an accounting for actual administrative costs and additional expenses incurred for the fiscal year. The amount of actual administrative costs shall be no more than \$56,000.00.
- ix. DCHA shall participate in quarterly check-in phone calls to review the CFSA Rapid Rehousing Program account balance and review the client listing.

B. RESPONSIBILITIES OF CFSA

- 1. CFSA shall provide funding and other resources required by DCHA to administer the CFSA Rapid Housing Support Program. CFSA shall transfer up to Seven Hundred Fifty-Six Thousand Dollars (\$756,000.00) to DCHA for Fiscal Year 2018 for the following: Seven Hundred Thousand Dollars (\$700,000.00) is to be allocated for housing subsidies for CFSA Clients and Fifty Six Thousand Dollars (\$56,000.00) is to be allocated for administrative costs to DCHA.
 - a. These funds may be supplemented by amendments to the MOU if CFSA identifies additional monies to be used for this program. Additional funds may be transferred pursuant to amendments to this MOU within a fiscal year and shall be transferred quarterly or as needed to ensure timely payment of subsidies each fiscal year for the duration of this MOU.
 - b. DCHA shall return any funds remaining at the end of the term of this MOU within thirty (30) business days after the term of this MOU expires, subject to the requirements of D.C Official Code § 1-301(k).

- c. Based on the availability of the funds, and the written agreement of the Parties, CFSA shall allocate funds for the CFSA Rapid Housing Support Program for each subsequent year after the initial term.
 - d. CFSA shall make available to DCHA all laws, regulations, handbooks, directives, documents, data, or other information necessary for DCHA to comply with the requirements of this MOU.
2. CFSA shall have the following additional responsibilities:
- a. CFSA shall provide data on Clients to DCHA, including but not limited to, monthly intake, eligibility, and payment reports.
 - b. CFSA shall provide to DCHA no later than on the 10th calendar day of each month, notification of required subsidy payments to be made on the first day of the next month.
 - c. CFSA shall, in the event that a CFSA determined emergency exists, provide information to DCHA in order for DCHA to process such emergency payments on the next check processing date, either by the 1st or the 15th of each month.
 - d. CFSA shall notify DCHA immediately, but no later than 3 business days, when a Client moves into, transfers from, or vacates a unit.
 - e. CFSA shall promptly respond when notified by DCHA that an address on the required subsidy payment list does not match the address in DCHA's unit files. Under such circumstances, DCHA will not release payments until the correct address is confirmed by CFSA.
 - f. CFSA shall make every effort to ensure that the Client's social worker is available for all Client annual unit inspections. CFSA shall also, upon notice from DCHA when units fail the second inspection, notify DCHA of the action to be taken regarding payment, or nonpayment of the Rapid Housing Subsidy after noncompliance of the second inspection.

V. DURATION OF THIS MOU

A. PERIOD

The period of this MOU shall be from October 1, 2017 through September 30, 2018, unless terminated in writing by the Parties pursuant to Section XI of this MOU.

B. EXTENSION

The Parties may extend the term of this MOU by exercising a maximum of three (3) one-year option periods. Option periods may consist of a fiscal year, a fraction thereof, or multiple successive fractions of a year. CFSA shall provide DCHA with written notice of its intent to renew an option period prior to the expiration of the initial or extension year of this MOU. The exercise of an option is subject to the

availability of funds at the time of the exercise of the option.

VI. FUNDING PROVISIONS

A. COST OF SERVICES

Total cost for services under this MOU shall not exceed Seven Hundred Fifty-Six Thousand Dollars (\$756,000.00). The estimated cost of this MOU includes reimbursement to DCHA for the costs of administering the CFSA Rapid Housing Program as provided in Section IV(A).

B. PAYMENT

1. CFSA shall transfer to DCHA Seven Hundred Fifty-Six Thousand Dollars (\$756,000.00) which includes Nine Hundred Thousand Dollars (\$700,000.00) allocated for vouchers and Seventy-two Thousand Dollars (\$56,000.00) for administrative costs.
2. DCHA will submit an invoice electronically to CFSA.accounts payable@dc.gov. DCHA will submit invoices quarterly for \$189,000.00 in advance of the first day of each quarter: October 1, 2017, January 1, 2018, April 1, 2018, and July 1, 2018. CFSA will administer payment to DCHA within fifteen (15) days of receipt of DCHA's invoice. DCHA Payment shall be made through a check, fed wire, or ACH transfer.
3. DCHA reserves the right to suspend or stop payment of HAP and to suspend or stop its services if CFSA is not in good standing with the timely payment of DCHA's invoices. Once the account is restored to good standing, DCHA will proceed with making HAP payments and restoring its services.
4. DCHA shall return any unused funds to CFSA within 60 days after the expiration of the MOU period on September 30, 2018. DCHA shall notify CFSA 45 days prior to the end of the fiscal year if it has reason to believe that all of the funds transferred will not be used by the end of the MOU period.
5. CFSA reserves the right to deny payment to DCHA for services not provided by DCHA pursuant to the terms of this MOU. A denial of payment may also include a recall of funds already paid. DCHA reserves the right to stop administration of the program if it is in dispute of the denied payment.

C. ANTI-DEFICIENCY CONSIDERATION

The Parties acknowledge and agree that nothing in this MOU creates a financial obligation in anticipation of an appropriation and that all provisions of this MOU, or any subsequent agreement entered into by the parties pursuant to this MOU, are and shall remain subject to the provisions of: (i) the federal Anti-Deficiency Act, 31 U.S.C. §§ 1341, 1342, 1349, 1351; (ii) the District of Columbia Anti-deficiency Act, D.C. Official Code §§ 47-355.01-355.08; (iii) D.C. Official Code § 47-105, and (iv) D.C. Official Code § 1-204.46, as the foregoing statutes may be amended from time to

time, regardless of whether a particular obligation has been expressly so conditioned.

Notwithstanding anything in this MOU to the contrary, DCHA's legal liability for the payment of any amounts due under this MOU (i) shall not arise or obtain in advance of the lawful availability of duly authorized and appropriated funds for the applicable fiscal year as approved by Congress and (ii) shall be limited to eligible non-public housing assets (assets not subject to any Declaration of Trust and not acquired or merged with assets acquired with public housing funding under the United States Housing Act of 1937).

D. MONTHLY REVIEW

Pursuant to the Financial Review Process ("FRP") mandated by the Office of the Chief Financial Officer of the District of Columbia, all services provided under this MOU shall be reported monthly in the Purchasing Agency FRP submission to the Office of Budget and Planning by CFSA.

VII. AMENDMENTS AND MODIFICATIONS

This MOU may be amended or modified only upon prior written agreement of the Parties. Amendments or modifications shall be dated and signed by the authorized representatives of both Parties.

VIII. CONSISTENT WITH LAW

- A. The Parties shall comply with all applicable laws, rules and regulations whether now in effect of hereafter enacted or promulgated.
- B. This MOU shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter.

IX. COMPLIANCE AND MONITORING

DCHA will be subject to scheduled and unscheduled monitoring reviews to ensure compliance with all applicable requirements.

X. RECORDS AND REPORTS

DCHA shall maintain program and financial records regarding the services provided under this MOU, consistent with applicable laws, document retention schedules, and contracts. DCHA shall retain a copy of all books, records, documents, and other items pertaining to the services provided under this MOU, in such detail as will properly reflect all costs, direct and indirect, labor, materials, equipment, supplies, and other items for a three (3) year period after the termination of this MOU, except in the case of an audit or investigation relating to the services provided under this MOU; records shall be retained until the audit or investigation has been completed. Upon the District of Columbia's request, DCHA shall make these documents available for inspection by duly authorized representatives of CFSA and other officials as may be specified by the District of Columbia in its sole discretion.

XI. TERMINATION

Either Party may terminate this MOU in whole or in part by giving thirty (30) calendar days advance written notice to the other Party. In the event of termination of this MOU, payment to DCHA shall be held in abeyance until all required fiscal reconciliation, but not later than September 30 of the then current fiscal year. CFSA will notify its clients that the CFSA funded support assistance shall be terminated.

XII. NOTICES

The following individuals are the contact points for each Party:

Ron McCoy
Director, Housing Choice Voucher Programs
DC Housing Authority
1133 North Capitol Street, N.E.
Washington, DC 20002

With a copy to:
1133 North Capitol Street, NE
Suite 210
Washington, DC 20002
Attn: Office of General Counsel
Phone: (202) 535-2835
Fax: (202) 535-2521

Tyanna Williams
Supervisor, Community Services Division
DC Child and Family Services Agency
200 I Street, S.E.
Washington, DC 20003

XIII. PROCUREMENT PRACTICES ACT

If a District of Columbia agency or instrumentality plans to utilize the services of an agent, contractor, consultant or other third party to provide any of the goods and/or services under this MOU, then the agency or instrumentality shall abide by the provisions of the District of Columbia Procurement Practices Reform Act of 2010 (Law 18-37, D.C. Official Code § 2-351.01, *et seq.*) to procure the goods or services.

XIV. RESOLUTION OF DISPUTES

The Director of CFSA and the Executive Director of DCHA ("the Directors") or their designees shall resolve all adjustments and disputes resulting from goods or services provided under this MOU. In the event that the Directors are unable to resolve a financial issue, the matter shall be referred to the D.C. Office of Financial Operations and Systems.

XV. CONFIDENTIALITY AND PRIVACY COMPLIANCE

- A. The Parties to this MOU shall comply with all federal and District statutes, regulations, and policies regarding the confidentiality of protected information by using, restricting, safeguarding and disposing of all information related to services provided by this MOU, including names and social security numbers. Information received by either Party in the performance of responsibilities associated with the performance of this MOU shall remain the property of DCHA and CFSA.
- B. At various times during the service period of this MOU, CFSA shall act as a "covered entity" and a "business associate", DCHA shall act as a "business associate" as defined in the Health Information Portability and Accountability Act under 45 CFR 160.103 and 164.501. CFSA and DCHA shall comply with the applicable requirements of the "Reciprocal Covered Entity and Business Associate Clause", which is marked as Exhibit A and incorporated herein by reference. The respective obligations of CFSA as a "covered entity", and as a "business associate", and DCHA as a "business associate" under the Reciprocal Covered Entity and Business Associate Clause shall be dictated by the role of each Party in connection with any particular interaction.

XVI. NO JOINT VENTURE OR THIRD PARTY BENEFICIARIES

Nothing contained in this MOU shall be deemed or construed by the Parties or by any third party to create the relationship of a principle and agent, partnership, joint venture, or any association between the Parties except as specifically stated herein. This MOU is made for the benefit of the parties hereto and not for the benefit of a third party.

XVII. NOTICE OF CLAIMS

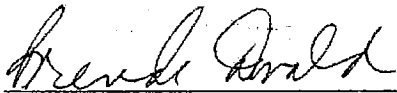
Each Party shall promptly inform the other Party of any information related to the provisions of services under this MOU, that could reasonably lead to a claim, demand, or liability against the other Party by a third party.

XVIII. NO ASSIGNMENT, DELEGATION, SUBCONTRACT WITHOUT APPROVAL

DCHA will not assign, delegate, or subcontract the performance of any part of this MOU or any claim arising under this MOU without the prior written approval of CFSA.

IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

DC Child and Family Services Agency



Brenda Donald
Director

10-25-17

Date

District of Columbia Housing Authority

Nathan E. Bovelle
Interim Executive Director

Date

IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

DC Child and Family Services Agency

Brenda Donald
Director

Date

District of Columbia Housing Authority

Tyrone Garrett
Executive Director

Date

12.30.17

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF DISABILITY SERVICES
AND
THE CHILD AND FAMILY SERVICES AGENCY**

I. INTRODUCTION

This Memorandum of Understanding (this "MOU") is entered into between the District of Columbia Child and Family services Agency (CFSA) and the Department on Disability Services (DDS), collectively referred to herein as the "Parties".

II. AUTHORITY FOR MOU

The Parties are authorized to enter into this MOU pursuant to D.C. Code § 1-301.01(k). In addition, the Parties are authorized to enter into this MOU consistent with the Department on Disabilities Services Establishment Act of 2006 (D.C. Law 16-264; D.C. Code § 7-771.01 *et seq.* and the Child and Family Services Agency Establishment Amendment Act of 2000 (D.C. Law 13-277; D.C. Code § 4-1303.01a *et seq.*

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

The purpose of this MOU established to care for Samuel Johnson, born, October 27, 1997, and Andrie Smith, born, May 13, 1998 and referred to herein as "the youth." The youth are committed to CFSA but meet the eligibility requirements for services provided by DDS. This MOU establishes the funding for the expected costs for contracting with provider agencies that meet the criteria for a Choice Provider status from the date of execution through the date of both youth's 21st birthday; October 27, 2018 and May 13, 2019, respectively.

IV. SCOPE OF SERVICES

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOU expeditiously and economically, the Parties hereby agree as follows:

A. Responsibilities of DDS

DDS shall:

1. Provide appropriate placements for the youth, Samuel Johnson and Andrie Smith.
2. Provide services to include but are not limited to behavior support plan, case management and mental health for the youth through the use of any provider

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networks utilized by DDS. Case management is a collaborative process of assessment, planning, facilitation, care coordination, evaluation, advocacy and services to meet the youth's comprehensive needs through communication and available resources to promote quality outcomes.

3. Except in emergency situations, provide at least 30 days advance written notice to CFSA prior to moving the youth to a new placement. A new placement is defined as a youth moving from one placement to another placement because of a disruption.

B. Responsibilities of CFSA

CFSA shall:

1. Make timely monthly payments to DDS at a rate of \$511.23 for the period of 11/11/2017 thru 9/30/18 per day.]
2. Provide full case management support for both youth. Case management is a collaborative process of assessment, planning, facilitation, care coordination, evaluation, advocacy and services to meet the youth's comprehensive needs through communication and available resources to promote quality outcomes.

V. DURATION OF MOU

A. Period

The period of this MOU shall be from the date 11/11/2017 through 9/30/18, unless terminated in writing by the Parties pursuant to Section XI of this MOU or extended pursuant to subsection B, below.

B. Extension

The Parties may extend the period of this MOU by exercising a maximum of an additional one-year option period beginning fiscal year 2019 (10/01/2018) through Andrie Smith's 21st birthday (10/27/2018 - 05/13/2019) Option periods may consist of a fiscal year, a fraction thereof, or multiple successive fractions of a year. CFSA shall provide DDS with written notice of its intent to exercise option period 30 days prior to the expiration of the initial or extension year of this MOU. The exercise of an option is subject to the availability of funds at the time of the exercise of the option.

VI. FUNDING PROVISIONS

A. Cost of services

Total cost for services under this MOU shall not exceed \$186,598.67 (at a rate of \$511.23 daily) for fiscal year 2018.

Funding for services shall not exceed the actual cost of the services provided, based on the rates provided in the budget attached as Attachment A.

B. Payment

1. Payment for the services shall be made through an Intra-District advance by CFSA to DDS based on the total amount of this MOU.
2. DDS shall submit a monthly invoice to CFSA, which shall include itemized monthly claims for reimbursement with the name of the youth(s) receiving the services under this MOU.
3. Payments to DDS for the services to be performed to be provided under this MOU shall not exceed the amount of this MOU.
4. DDS shall relieve the advance and bill CFSA through the Intra-District process only for those services actually provided pursuant to the terms of this MOU. DDS shall notify CFSA within forty-five (45) days of the current fiscal year if it has reason to believe that all of the advance will not be billed during the current fiscal year. DDS shall return any excess advance to CFSA within thirty (30) days of the end of the current fiscal year.

C. Anti-deficiency considerations

The Parties acknowledge and agree that nothing in this MOU creates a financial obligation in anticipation of an appropriation and that all provisions of this MOU, or any subsequent agreement entered into by the parties pursuant to this MOU, are and shall remain subject to the provisions of (i) the federal Anti-Deficiency Act, 31 U.S.C. §§ 1341, 1342, 1349, 1351, (ii) the District of Columbia Anti-deficiency Act, D.C. Official Code §§ 47-355.01-355.08, (iii) D.C. Official Code § 47-105, and (iv) D.C. Official Code § 1-204.46, as the foregoing statutes may be amended from time to time, regardless of whether a particular obligation has been expressly so conditioned.

VII. AMENDMENTS AND MODIFICATIONS

This MOU may be amended or modified only upon prior written agreement of the Parties. Amendments or modifications shall be dated and signed by the authorized representatives of the Parties.

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VIII. CONSISTENT WITH LAW

- A. The Parties shall comply with all applicable laws, rules and regulations whether now in effect of hereafter enacted or promulgated.
- B. This MOU shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter.

IX. COMPLIANCE AND MONITORING

DDS will be subject to scheduled and unscheduled monitoring reviews to ensure compliance with all applicable requirements.

X. RECORDS AND REPORTS

DDS shall maintain records and receipts for the expenditure of all funds provided pursuant to this MOU for a period of no less than three (3) years from the date of expiration or termination of this MOU and, upon the District of Columbia's request, make these documents available for inspection by duly authorized representatives of CFSA and other officials as may be specified by the District of Columbia in its sole discretion. DDS will maintain client records consistent with applicable federal and local privacy laws, document retention schedules, and contracts.

XI. TERMINATION

Either Party may terminate this MOU in whole or in part by giving at least 30 calendar days advance written notice to the other Party. In the event of termination of this MOU, payment to DDS shall be held in abeyance until all required fiscal reconciliation, but not later than September 30 of the then current fiscal year.

XII. NOTICES

The following individuals are the contact points for each Party:

For DDS: Andrew Reese, Director of DDS

For CFSA: Angelis Baker Administrator, Kinship and Placement Administrations

XIII. PROCUREMENT PRACTICES ACT

If a District of Columbia agency or instrumentality plans to utilize the services of an agent, contractor, consultant or other third party to provide any of the goods and/or services under this MOU, then the agency or instrumentality shall abide by the provisions of the District of Columbia Procurement Practices Reform Act of 2010 (Law 18-37, D.C. Official Code § 2-351.01, *et seq.*) to procure the goods or services.

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XIV. RESOLUTION OF DISPUTES

The directors of DDS and CFSA, or their designees, shall resolve all disputes and/or adjustments resulting from the services provided under this MOU. In the event the Parties cannot resolve a dispute, the matter shall be referred to the Deputy Mayor for Health and Human Services. The decision of the Deputy Mayor related to any disputes referred shall be final. In the event the Parties are unable to resolve a financial issue, the matter shall be referred to the Office of Financial Operations and Systems.

XV. CONFIDENTIAL INFORMATION

The Parties to this MOU will use, restrict, safeguard and dispose of all information related to services provided by this MOU in accordance with all relevant federal and District statutes, regulations, and policies. Specifically, the Parties acknowledge that information concerning the client is confidential and needs to be maintained in a safe and secure fashion. Information received by either Party in the performance of responsibilities associated with the performance of this MOU shall remain the property of DDS and CFSA.


IN WITNESS WHEREOF, the Parties hereto have executed this MOU as follows:

Department of Disability Services:


Andrew Reese
Director

Date: 12/28/17

Child and Family Services Agency:


Brenda Donald
Director

Date: 12-21-17

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**MEMORANDUM OF AGREEMENT BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY
SERVICES AGENCY AND
THURGOOD MARSHALL ACADEMY PUBLIC CHARTER
SCHOOL
THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY
EDUCATION ACT (ESEA) PROVISIONS REGARDING EDUCATIONAL
STABILITY FOR CHILDREN IN FOSTER CARE**

I. INTRODUCTION

Thurgood Marshall Academy Public Charter School (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 *et seq.*), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post-permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.



IV. APPLICABILITY

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.
- B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND THE LEA

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

- 1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2016-2017 school year, that person will be:

Tracey Talbert, Contracts Liaison
(202) 727-4679
tracey.talbert@dc.gov

- 2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing,



inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. Until or unless notified otherwise, that person will be:

Sarah Whieldon, Clinical Social Work Coordinator

swhieldon@tmapchs.org

202-563-6862 x 135

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24



hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.
2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging



travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:
 - a. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - b. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.
2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:
 - a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
 - b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.



- c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.



IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

- A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.
- B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.



XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.

IN WITNESS THEREOF, The Parties have executed this MOA as follows:

Thurgood Marshall Academy Public Charter School

1/16/2018

Richard Pohlman/Executive Director

Date

DC Child and Family Services Agency

1/25/18

NAME

Date

Agency Director or Designee

Rachel Joseph
Chief of Staff

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**MEMORANDUM OF AGREEMENT BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
APPLETREE EARLY LEARNING PUBLIC CHARTER SCHOOL
THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE
FISCAL YEAR 2017-2018**

I. INTRODUCTION

The AppleTree Early Learning Public Charter School (hereafter referred to as "AppleTree") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 *et seq.*), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post-permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.

IV. APPLICABILITY

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.
- B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND APPLETREE

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2016-2017 school year, that person will be:

Tracey Talbert, Contracts Liaison
(202) 727-4679
tracey.talbert@dc.gov

2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2017-2018 school year, that person will be:

Megan Berkowitz, LICSW, Positive Behavior Support Manager/Social Work Supervisor
AppleTree Early Learning Public Charter Schools
megan.berkowitz@appletreeinstitute.org
(202) 656-7156

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.
2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies

the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

- a. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:
 - A. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - B. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.
- b. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:
 - A. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
 - B. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.
 - C. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

- A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.
- B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall

deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect of hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

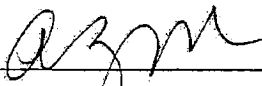
In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.

IN WITNESS THEREOF, The Parties have executed this MOA as follows:


APPLETREE EARLY LEARNING PUBLIC CHARTER SCHOOL



Anne Z. Malone
Chief of Schools

1/22/18
Date

DC Child and Family Services Agency



Brenda Donald
Director, Child and Family Services Agency
Rachel M. Joseph
Chief of Staff - for Director Donald

1/25/18
Date

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**MEMORANDUM OF AGREEMENT
BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
LAYC Career Academy
THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE**

I. INTRODUCTION

The LAYC Career Academy (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 *et seq.*), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post-permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.

IV. APPLICABILITY

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.
- B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND LAYC Career Academy

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2017-2018 school year, that person will be:

Tracey Talbert, Contracts Liasion
(202) 727-4679
tracey.talbert@dc.gov

2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2017-2018 school year, that person will be:

Jonquille Rice, 202-319-2228, Jonquille@laycca.org

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.
2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:
 - a. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - b. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.
2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:

- a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
- b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.
- c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

- A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.
- B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect of hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.

IN WITNESS THEREOF, The Parties have executed this MOA as follows:

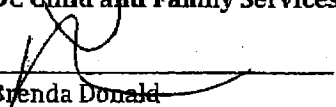
LAYC Career Academy


Jonquille Rice/ Int. Dir. of Student Support

1-22-18

Date

DC Child and Family Services Agency


Brenda Donald
Agency Director or Designee

1/29/18

Date

38

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**MEMORANDUM OF AGREEMENT
BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
Washington Leadership Academy PCS
THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE**

I. INTRODUCTION

Washington Leadership Academy PCS (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 *et seq.*), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post-permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.

IV. APPLICABILITY

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.
- B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND WASHINGTON LEADERSHIP ACADEMY

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

- 1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2017-2018 school year, that person will be:

Tracey Talbert, Contracts Liaison
(202) 727-4679
tracey.talbert@dc.gov

- 2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2017-2018 school year, that person will be:

Christina Moore, Director of Student Services
240-389-7650
cmoore@wlapcs.org

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.
2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:
 - a. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - b. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.
2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:

- a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
- b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.
- c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

- A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.
- B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

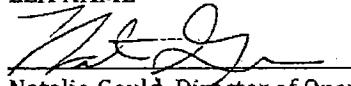
In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.

IN WITNESS THEREOF, The Parties have executed this MOA as follows:

LEA NAME



Natalie Gould, Director of Operations

1/23/2018

Date

DC Child and Family Services Agency



Brenda Donald
Agency Director or Designee

1/24/18

Date

39



**MEMORANDUM OF AGREEMENT
BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
CEDAR TREE ACADEMY PUBLIC CHARTER SCHOOL
THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE
FISCAL YEAR 2017-2018**

I. INTRODUCTION

Cedar Tree Academy Public Charter School (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 *et seq.*), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school providing early childhood education in the District, under the guidance of the District of Columbia public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.



IV. APPLICABILITY

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.
- B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND THE LEA

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2017-18 school year, that person will be:

Tracey Talbert, Contracts Liaison
(202) 727-4679
tracey.talbert@dc.gov

2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2017-18 school year, that person will be:

Shevon Baptiste, School Counselor
(202) 610-4193
sbaptiste@cedartree-dc.org



C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school



to request that the child be enrolled and permitted to start attending the school immediately.

2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:



- a. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - b. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.
2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:
- a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
 - b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.
 - c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in



writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.

B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect of hereafter enacted or promulgated.



XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

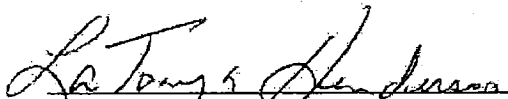
XIII. SEVERABILITY

In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

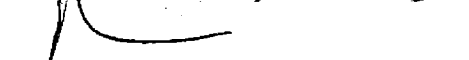
This MOA shall be effective upon the last date of execution by signatories below.
IN WITNESS THEREOF, The Parties have executed this MOA as follows:

Cedar Tree Academy Public Charter School


LaTonya Henderson/Executive Director

1/20/2018
Date

DC Child and Family Services Agency


Agency Director or Designee

1/29/18
Date

40

**MEMORANDUM OF AGREEMENT
BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
EAGLE ACADEMY PUBLIC CHARTER SCHOOL**

**THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE**

I. INTRODUCTION

Eagle Academy Public Charter School (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 et seq.), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post-permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.02. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.

IV. APPLICABILITY

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group

homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.

- B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated in the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND EAGLE ACADEMY PUBLIC CHARTER SCHOOL

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2016-2017 school year, that person will be:

Tracey Talbert, Contracts Liaison
(202) 727-4679
tracey.talbert@dcfcsa.gov

2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2016-2017 school year, that person will be:

Josephine Mazyck, Family Engagement Coordinator
(202) 544-2646
jmazyck@eagleacademypcs.org

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.
2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CPSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CPSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CPSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CPSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CPSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CPSA agree to adhere to the following guidelines and procedures:
 - a. The LEA and CPSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - b. If the student is eligible for Title IV-E funds, CPSA will seek reimbursement for the allowable portion of those transportation costs.
2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:

- a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
- b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.
- c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

- A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.
- B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.

IN WITNESS THEREOF, The Parties have executed this MOA as follows:

Eagle Academy Public Charter School


Joe M. Smith, Ph.D.

Chief Executive Officer

Date 1/24/18

DC Child and Family Services Agency


Brenda Donald

Agency Director or Designee

Date 1/24/18

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**MEMORANDUM OF AGREEMENT
BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
KINGSMAN ACADEMY PUBLIC CHARTER SCHOOL
THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE**

I. INTRODUCTION

Kingsman Academy Public Charter School (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 *et seq.*), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post-permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.

IV. APPLICABILITY

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group

homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.

- B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND LEA

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2017-2018 school year, that person will be:
Tracey Talbert, Contracts Liaison
(202) 727-4679
tracey.talbert@dc.gov
2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2017-2018 school year, that person will be: Tameria Lewis, Deputy Director (tlewis@kingsmanacademy.org, (202) 547-1028 ext. 319).

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.
2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:
 - a. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - b. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.
2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:

- a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
- b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.
- c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

- A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.
- B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

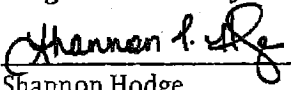
In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.


IN WITNESS THEREOF, The Parties have executed this MOA as follows:

Kingsman Academy Public Charter School


Shannon Hodge
Executive Director

01/26/2018
Date

DC Child and Family Services Agency


Rachel M. Joseph
Chief of Staff
DC Child and Family Services Agency

1/29/18
Date

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**MEMORANDUM OF AGREEMENT
BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
The Next Step Public Charter School
THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE**

I. INTRODUCTION

The The Next Step Public Charter School (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 *et seq.*), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post-permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.

IV. APPLICABILITY

- A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.
- B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND THE LEA

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2017-2018 school year, that person will be:

Tracey Talbert, Contracts Liaison
(202) 727-4679
tracey.talbert@dc.gov

2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2017-2018 school year, that person will be: Sesilia Conchola (202) 520-0524

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.
2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:
 - a. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - b. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.
2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:

- a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
- b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.
- c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

- A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.
- B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

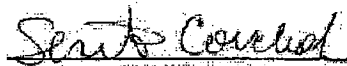
In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.

IN WITNESS THEREOF, The Parties have executed this MOA as follows:

The Next Step Public Charter School




Sesilia Conchola, LICSW
Social Worker

1/25/18

Date

DC Child and Family Services Agency



Brenda Donald
Agency Director or Designee

1/24/18
Date

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HOPE COMMUNITY PUBLIC CHARTER SCHOOL

Developing Character, Enriching Minds

**MEMORANDUM OF AGREEMENT BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
HOPE COMMUNITY PUBLIC CHARTER SCHOOL
THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION
ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN
FOSTER CARE
FISCAL YEAR 2018**

I. INTRODUCTION

HOPE COMMUNITY PUBLIC CHARTER SCHOOL (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II. AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 et seq.), as amended.

III. OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.

IV. APPLICABILITY

A. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.



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B. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V. PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND THE LEA

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. For the remainder of the 2017-2018 school year, that person will be:

Tracey Talbert, Contracts Liaison

(202) 727-4679

tracey.talbert@dc.gov

2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2017-2018 school year, that person will be:

Justice Stafford, School Social Worker

(202) 832-7370

Justice.Stafford@imagineschools.org

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including



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the child's attachment to the school, the child's permanency plan, the availability and quality of the services in the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or then child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.

2. If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or other family members who may be willing and able to transport the child to school, special education services if the student is



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eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:

- a. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
- b. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.

2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:

- a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
- b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full-cost of those transportation services.
- c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.

M. Resolution of Disputes Regarding Mode of Transportation or Funding



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If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. PROVISION OF TRANSPORTATION SERVICES TO MAINTAIN SCHOOL STABILITY ONCE A CHILD EXITS FOSTER CARE

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2017. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

A. The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.

B. This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of



HOPE COMMUNITY PUBLIC CHARTER SCHOOL

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the parties hereto and not for the benefit of a third party.

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect of hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.

IN WITNESS THEREOF, The Parties have executed this MOA as follows:

Hope Community Public Charter School

Justice Stafford, School Social
NAME/TITLE worker

1/26/2018
Date



HOPE COMMUNITY PUBLIC CHARTER SCHOOL

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DC Child and Family Services Agency

NAME _____

Agency Director or Designee

Date

1/29/18

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**MEMORANDUM OF AGREEMENT
BETWEEN THE
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
AND
SELA PUBLIC CHARTER SCHOOL**

**THE IMPLEMENTATION OF THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA)
PROVISIONS REGARDING EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE**

I INTRODUCTION

Sela Public Charter School (hereafter referred to as "LEA") and the District of Columbia Child and Family Services Agency (hereafter referred to as "CFSA"), collectively referred to as the "Parties", enter into this memorandum of agreement ("MOA") for the purpose of establishing a collaborative partnership to ensure the implementation of the Elementary and Secondary Education Act ("ESEA"), as amended by the Every Student Succeeds Act ("ESSA") provisions regarding educational stability for children and youth in foster care.

II AUTHORITY OF MOA

ESEA, reauthorized by ESSA, enacted Dec. 10, 2015 (Public Law 114-95; 20 USC §§6311 *et seq.*), as amended.

III OVERVIEW OF PROGRAM GOALS AND OBJECTIVES

CFSA is the child welfare agency for the District of Columbia ("District"), which is responsible for protecting child victims and children at risk of abuse or neglect. CFSA's duties include, among other things, investigating abuse or neglect reports, assessing and treating children and families within its care, and providing child protective services, foster care services, and post-permanency services. See D.C. Code §§ 4-1303.01a, 4-1303.03. In executing its duties and responsibilities, CFSA may place children or youth in temporary settings outside the District. During such placement, children or youth may be enrolled in a school in that jurisdiction but the child or youth remains a District resident.

The LEA is an educational institution at the local level that exists primarily to operate a publicly funded school or schools providing elementary or secondary education in the District, including the District public schools and all District public charter schools.

The Parties have a common and concurrent interest in working cooperatively to ensure the effective implementation of the requirements set forth in the ESEA, specifically as it pertains to the provisions regarding educational stability for children and youth in foster care.

IV APPLICABILITY

1. This MOA applies to children who are in the care and custody of CFSA and placed in foster care including placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and



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pre-adoptive homes. It also applies to children who exit foster care when permanency has been achieved prior to the end of the academic year.

2. Unless specified herein, this MOA is in no way intended to modify the responsibilities or authority delegated to the Parties under federal or District of Columbia law.

V PROGRAMMATIC OBLIGATIONS AND RESPONSIBILITIES OF CFSA AND Sela Public Charter School

Pursuant to the applicable authorities and in the furtherance of the shared goals of the Parties to carry out the purposes of this MOA expeditiously, the Parties hereby agree as follows:

A. Coordination

The Parties agree to establish, maintain and implement policies and procedures to ensure coordination and timely and appropriate delivery of services in accordance with each Party's authority and responsibilities as defined in this MOA.

B. Points of Contact

1. CFSA will designate an employee as a point of contact ("POC") who will be responsible for coordinating and implementing the requirements of this MOA. This employee will serve as the CFSA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year CFSA will, in writing, inform the LEA of its POC. Should the POC change, CFSA will notify the LEA within five (5) business days. CFSA POC: Tracey Talbert, Contracts Liaison; (202) 727-4679; tracey.talbert@dc.gov
2. LEA will designate an employee who will be responsible for coordinating and implementing the requirements in this agreement. This employee will serve as the LEA POC under ESEA in regards to educational stability for children in foster care. By Aug. 15 each year, the LEA will, in writing, inform CFSA of its POC. Should the POC change, LEA will notify CFSA within five business days. For the remainder of the 2017-2018 school year, that person will be: Damien Harris, dharris@selapcs.org

C. School Stability Best Interest Determination

CFSA and the LEA will collaborate to keep children in their school of origin, unless it is determined that remaining in the school of origin is not in that child's best interest.

D. Process for Making Best Interest Determinations

In accordance with the law, CFSA will make a best interest determination whenever a child is initially placed in foster care and subsequent to any change in the child's foster placement. The determination will be made in consultation with other relevant parties to the case, including relevant staff at the LEA serving as the child's school of origin. CFSA will consider information from the LEA concerning how well the child is or is not benefitting from the academic program and services at the school in making the best interest determination. CFSA will also consider a range of other factors that may bear on the child's educational and social well-being, including the child's attachment to the school, the child's permanency plan, the availability and quality of the services in



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the school and their ability to meet the child's educational and socio-emotional needs, how the length of any commute to the school of origin would impact the child, the time remaining in the semester and school year and how a move would impact the student's credit acquisition, promotion, or graduation; and the influence of the school climate on the child, including safety.

E. Notification to LEA of Best Interest Determination

Once CFSA has made the best interest determination and school placement decision, the social worker will ensure that the LEA and all other relevant parties are notified of the decision within 24 hours. This notice will trigger the need for the LEA and CFSA to collaborate under the terms and procedures outlined in this agreement to establish the most cost-effective transportation procedures available for the student.

F. Best Interest Determination Review

CFSA shall ensure that the best interest determination and school stability plan for the student is reviewed at least every six months and more often as appropriate. CFSA will inform the LEA of the best interest decision and any corresponding changes to the child's school placement that ensues, within 24 hours of the decision being made.

G. Resolution of Disputes Regarding the Best Interest Determination

If the LEA and CFSA do not agree regarding what is in the best interest of the child, CFSA will be considered the final decision maker in making the best interest determination.

H. School Enrollment Responsibility

1. If it is determined to be in the child's best interest to enroll in a new school, CFSA or the child's foster parent(s) or birth parent(s) will promptly complete all the paperwork to withdraw the child from the prior school, or school of origin, and go to the new school to request that the child be enrolled and permitted to start attending the school immediately.

If CFSA or the child's parents do not have all the documentation or records that are normally required to enroll in school, the LEA must permit the child to enroll and start at the school without such documentation to avoid any gaps in the child's school attendance.

I. School Records Transfer

CFSA shall provide the enrolling school with any prior school records that it has already obtained. The LEA must immediately contact the student's prior school to request copies of any relevant records that are missing and expedite efforts to access those records.

J. Transportation Determination & Transportation Plan

The LEA and CFSA shall jointly complete a student-level transportation agreement for every youth who requires school stability transportation services in order to get to and from their school of origin. That transportation agreement must identify all the resources, including no-cost and low cost options such as public transportation, foster parent or



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other family members who may be willing and able to transport the child to school, special education services if the student is eligible, and any other public or private transportation resources either agency has at their disposal to provide transportation to the student. Upon identifying those resources, the CFSA POC and the LEA POC must weigh the options identified to determine which mode of transportation is most immediately available, cost-effective and appropriate to meet the child's needs given their developmental age and individual capacity. Once the POCs decide on the transportation resource to be used, the mode of transportation, a target date by which that transportation will start, and any additional steps that need to be taken to put the transportation services in place (i.e., arranging travel training, submitting referral requests, etc.) must be documented in the transportation agreement. The plan should include specification of any interim transportation services that are needed until such time as the permanent transportation plans can be started.

K. Duration of Transportation Services

The LEA and CFSA agree that the transportation services shall continue through the end of the current academic year and for the duration of the child's time in foster care, unless CFSA notifies the LEA that the best interest determination and maintenance of the child in the school of origin needs to change.

L. Payment of Additional Costs for Transportation

1. If there are additional costs associated with the agreed upon mode of transportation, the LEA and CFSA agree to adhere to the following guidelines and procedures:
 - a. The LEA and CFSA will assess whether the child's transportation expenses may be covered by other state or local funds;
 - b. If the student is eligible for Title IV-E funds, CFSA will seek reimbursement for the allowable portion of those transportation costs.
2. If the remaining costs cannot be addressed through cost-effective solutions, one of the following options must be implemented:
 - a. If CFSA pays the transportation costs for a student who is not entitled to any other form of cost-effective transportation (i.e., special education transportation), the LEA must reimburse CFSA for at least a quarter (or 25 percent) of the transportation cost.
 - b. If CFSA pays the transportation costs for a student who qualifies for transportation services on their Individual Education Program (IEP) on an interim basis, until such time as a new bus route can be established for the student based on their change of address, the LEA will reimburse CFSA for the full cost of those transportation services.
 - c. The LEA shall transfer any reimbursement of transportation costs indicated in Section (V)(L)(2)(a) and (b) of this MOA, in accordance with the terms finalized by written agreement between the Parties, not later than May 31 of each school year.



PUBLIC CHARTER SCHOOL

M. Resolution of Disputes Regarding Mode of Transportation or Funding

If an agreement cannot be reached regarding how to pay for any additional costs of transportation, the LEA must contact OSSE and OSSE will review the information included in the student-level transportation agreement within one business day. OSSE will provide a written decision to all involved parties regarding what resource will be used to provide the transportation, how the costs will be paid for and an explanation as to how that decision was made, within two business days of being notified of the dispute.

N. Provision of Transportation Services to Maintain School Stability Once a Child Exits Foster Care

The LEA agrees to provide, arrange and pay the cost of transportation for the child to remain in their school of origin through the end of the academic year if the child exits foster care and achieves permanency in the middle of the academic year.

VI. DURATION OF MOA

The period of this MOA shall be from the date of execution through Sept. 30, 2018. This MOA shall renew automatically on October 1 of each subsequent fiscal year unless terminated in writing by the Parties pursuant to Section VIII of this MOA.

VII. AMENDMENTS AND MODIFICATIONS

The terms and conditions of this MOA may be amended or modified only upon prior written agreement by the Parties. Any modification or amendment of this MOA shall be valid only when reduced to writing, duly signed, and attached to the original MOA. A Party may initiate discussions regarding modification to this MOA by giving thirty (30) days' notice in advance of the proposed modifications.

VIII. TERMINATION

Either Party may terminate this MOA at a date prior to the renewal date specified in the MOA by giving the other Party at least sixty (60) days written notice. The MOA shall terminate on the date specified in the written notice, and the liabilities of the Parties hereunder for further performance of the terms of the MOA shall cease, but the Parties shall not be released from the duty to perform the MOA up to the date of termination.

IX. RESPONSIBILITY FOR THE ACTS OF THE PARTIES

- VIII.** The Parties to this MOA are cooperating District government entities and private entities. No employee or agent of any entity shall be deemed to be an employee or agent of another entity and shall have no authority, expressed or implied, to bind any other entity except as expressly set forth in the MOA. Each entity shall be responsible for its acts and those of its employees, agents and subcontractors, if any, during the course of this MOA.
- IX.** This MOA shall not be construed to create any rights, substantive or procedural, enforceable at law by any person in any judicial or administrative matter. This MOA is made for the benefit of the parties hereto and not for the benefit of a third party.



PUBLIC CHARTER SCHOOL

X. NOTICE OF CLAIMS AND LAWSUITS

Each Party shall promptly inform the other Party of any information related to the provision of services under this MOA that could reasonably lead to a claim, demand, or liability against the other Party by a third party. Any Party that becomes a defendant in a lawsuit that involves services provided under this MOA and that may involve legal liability of the other party shall deliver to the other parties, within five days of service of process, a copy of any pleading relating to such lawsuit.

XI. CONSISTENT WITH LAW

The Parties shall comply with all applicable laws, rules and regulations whether now in effect or hereafter enacted or promulgated.

XII. CONFIDENTIAL INFORMATION

The Parties to this MOA will use, restrict, safeguard and dispose of all information related to or provided under this MOA in accordance with all relevant federal and local statutes, regulations, and policies. Any unlawful use or disclosure of information related to the services provided under this MOA shall be subject to penalties outlined in the Data-Sharing and Information Coordination Amendment Act of 2010, effective Dec. 4, 2010 (D.C. Law 18-273; D.C. Official Code § 7-241) and its implementing regulations at 29 DCMR 3000, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), approved Aug. 21, 1996 (P.L. 104-191, 42 USC 1320d), as amended, and its corresponding regulations at 45 CFR Parts 160, 162, and 164, and any other applicable District and Federal laws.

XIII. SEVERABILITY

In case any provision in or obligation under this Agreement shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby.

XIV. EFFECTIVE DATE

This MOA shall be effective upon the last date of execution by signatories below.

IN WITNESS THEREOF, The Parties have executed this MOA as follows:

Sela Public Charter School

NAME/TITLE

Damien K. Harris - Dir. of School Culture

Date

Jan. 24, 2018

DC Child and Family Services Agency

NAME

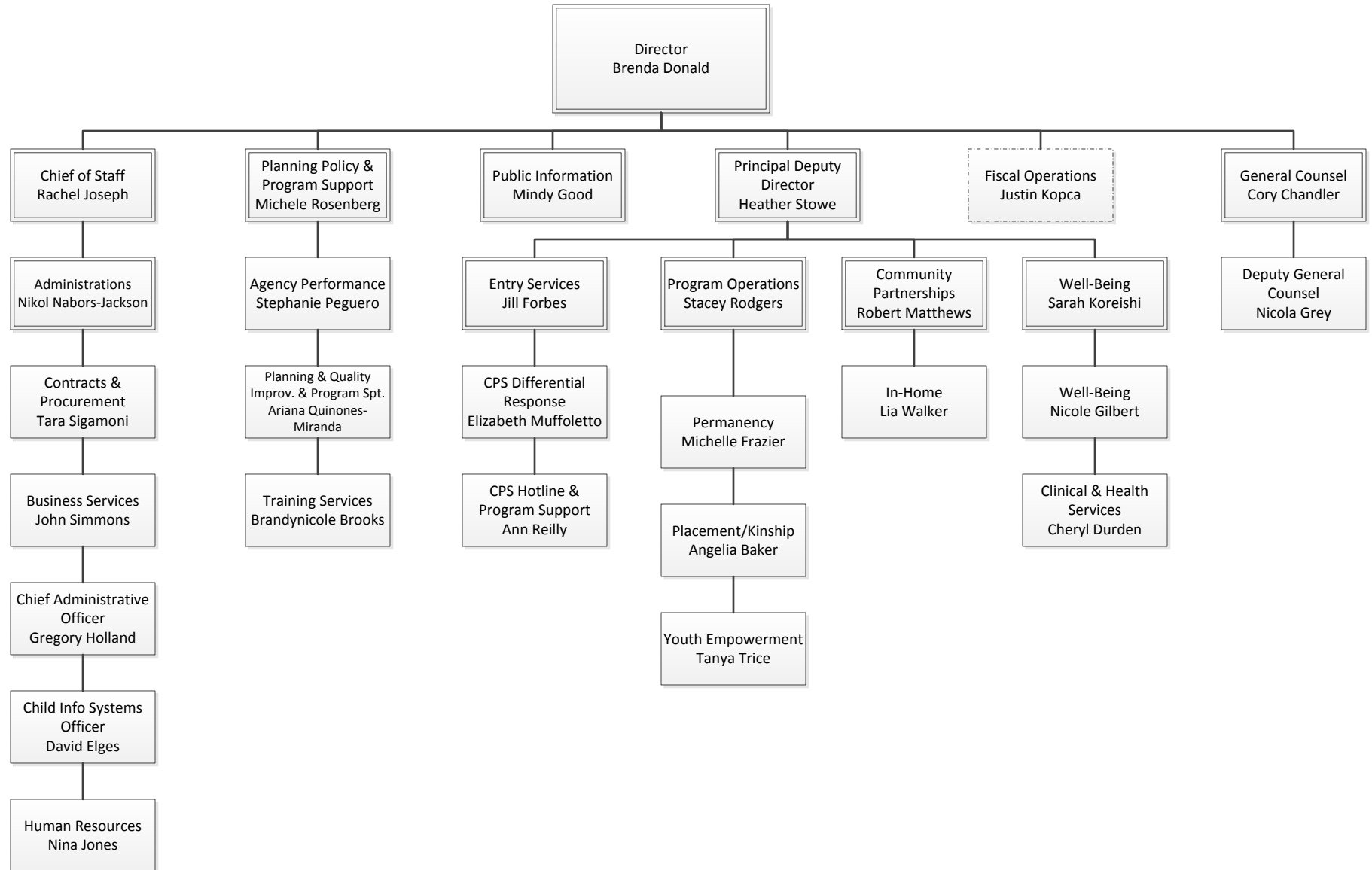
[Signature]

1/24/18

Agency Director or Designee

Date

CHILD AND FAMILY SERVICES AGENCY-OVERVIEW



Child and Family Services Agency Performance Oversight Attachment Q4 (FY 2017 Budget and Expenditures)

Program Code 3	Program Code Description	GAAP Category Title	Approp	Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1010	PERSONNEL	PERSONNEL SERVICES	0100		0011	0111	805,242.61	927,751.58
1010	PERSONNEL	PERSONNEL SERVICES	0100		0012	0125	40,788.07	69,426.68
1010	PERSONNEL	PERSONNEL SERVICES	0100		0013	0134	0.	2,480.08
1010	PERSONNEL	PERSONNEL SERVICES	0100		0013	0174	193,631.7	22,077.28
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0141	0.	524.8
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0142	0.	81,311.18
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0147	217,429.89	0.
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0148	0.	60,071.93
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0154	0.	732.97
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0155	0.	2,682.29
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0157	0.	4.62
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0158	0.	14,108.33
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0159	0.	42,911.2
1010	PERSONNEL	PERSONNEL SERVICES	0100		0014	0161	0.	4,050.74
1010	PERSONNEL	PERSONNEL SERVICES	0100		0015	0133	0.	402.57
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0020	0201	15,569.01	30,946.11
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0020	0203	0.	2,436.74
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0040	0401	0.	2,349.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0040	0402	0.	1,093.19
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0040	0408	61,455.59	106,738.35
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0040	0411	10,000.	4,889.23
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0040	0414	48,923.	15,114.33
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0040	0425	1,080.	3,818.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0040	0442	3,800.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0041	0409	104,525.	71,421.14
1010	PERSONNEL	NON-PERSONNEL SERVICES	0100		0070	0702	0.	214.
			0100 Total				1,502,444.87	1,467,556.34
1010	PERSONNEL	PERSONNEL SERVICES	0200		0011	0111	123,295.78	123,295.78
1010	PERSONNEL	PERSONNEL SERVICES	0200		0012	0125	0.	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0141	7,583.91	7,583.91
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0142	0.	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0147	0.	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0148	0.	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0154	0.	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0155	0.	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0158	0.	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0159	0.	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200		0014	0161	0.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0020	0201	0.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0020	0203	0.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0040	0401	0.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0040	0408	0.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0040	0411	0.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0040	0414	0.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0041	0409	0.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0070	0701	-1,000.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200		0070	0702	0.	-214.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0070	0711	1,000.	214.
			0200 Total			130,879.69	130,879.69
1010 Total						1,633,324.56	1,598,436.03
1015	TRAINING	PERSONNEL SERVICES	0100	0011	0111	787,772.6	377,250.73
1015	TRAINING	PERSONNEL SERVICES	0100	0012	0121	0.	34,037.29
1015	TRAINING	PERSONNEL SERVICES	0100	0012	0125	0.	4,254.66
1015	TRAINING	PERSONNEL SERVICES	0100	0013	0128	0.	312.
1015	TRAINING	PERSONNEL SERVICES	0100	0013	0134	0.	17,867.9
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0141	0.	509.06
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0142	0.	95,177.94
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0147	202,457.56	0.
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0148	0.	60,933.39
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0154	0.	709.27
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0155	0.	2,525.51
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0157	0.	922.02
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0158	0.	14,250.55
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0159	0.	47,790.4
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0160	0.	326.13
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0161	0.	3,496.09
1015	TRAINING	PERSONNEL SERVICES	0100	0015	0133	0.	12,704.75
1015	TRAINING	NON-PERSONNEL SERVICES	0100	0020	0201	2,500.	3,073.45
1015	TRAINING	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
1015	TRAINING	NON-PERSONNEL SERVICES	0100	0040	0402	0.	8,532.67
1015	TRAINING	NON-PERSONNEL SERVICES	0100	0040	0408	418,808.11	397,178.25
1015	TRAINING	NON-PERSONNEL SERVICES	0100	0040	0410	0.	519.8
1015	TRAINING	NON-PERSONNEL SERVICES	0100	0040	0411	2,000.	0.
1015	TRAINING	NON-PERSONNEL SERVICES	0100	0040	0442	0.	10,325.
			0100 Total			1,413,538.27	1,092,696.86
1015	TRAINING	PERSONNEL SERVICES	0200	0011	0111	530,793.72	530,793.72
1015	TRAINING	PERSONNEL SERVICES	0200	0012	0125	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0141	47,571.17	47,571.17
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0142	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0147	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0148	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0154	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0155	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0157	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0158	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0159	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0160	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0161	0.	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0015	0133	0.	0.
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0040	0401	0.	0.
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0040	0402	0.	0.
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0040	0408	0.	0.
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0040	0410	0.	0.
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0040	0442	0.	0.
			0200 Total			578,364.89	578,364.89

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1015 Total						1,991,903.16	1,671,061.75
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0011	0111	1,242,177.45	2,856,883.05
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0013	0135	0.	212.57
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0141	0.	1,314.18
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0142	0.	117,968.68
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0147	319,239.58	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0148	0.	55,671.28
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0152	0.	40,606.91
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0154	0.	960.07
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0155	0.	3,426.79
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0157	0.	1,389.96
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0158	0.	14,250.28
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0159	0.	36,952.28
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0160	0.	392.79
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0100	0014	0161	0.	3,408.18
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0100	0020	0201	4,500.	-10,911.96
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0100	0040	0402	0.	5,218.82
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0100	0040	0408	1,922.	2,959.48
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0100	0040	0414	0.	1,225.36
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0100	0040	0425	1,605.	525.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0100	0041	0409	50,000.	49,616.33
			0100 Total			1,619,444.03	3,182,070.05
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0011	0111	65,887.4	65,887.4
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0141	4,161.1	4,161.1
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0142	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0147	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0148	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0152	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0154	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0155	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0157	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0158	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0159	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0160	0.	0.
1020	CONTRACTING & PROCUREMENT	PERSONNEL SERVICES	0200	0014	0161	0.	0.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0020	0201	15,411.96	15,411.96
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0401	0.	0.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0402	0.	0.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0408	0.	0.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0410	0.	0.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0411	0.	0.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0414	0.	0.
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0041	0409	383.67	383.67
1020	CONTRACTING & PROCUREMENT	NON-PERSONNEL SERVICES	0200	0070	0701	0.	0.
			0200 Total			85,844.13	85,844.13
1020 Total						1,705,288.16	3,267,914.18
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0011	0111	728,468.1	-383,328.52

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0012	0125	92,335.39	98,833.35
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0013	0131	0.	1,288.18
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0013	0134	0.	5,943.64
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0013	0135	0.	227.65
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0013	0136	0.	843.81
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0141	0.	599.94
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0142	0.	61,732.21
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0147	210,946.49	0.38
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0148	0.	50,520.78
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0152	0.	6,579.78
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0154	0.	859.26
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0155	0.	3,004.72
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0157	0.	1,283.37
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0158	0.	12,216.85
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0159	0.	33,325.16
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0160	0.	570.24
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0161	0.	2,449.61
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0015	0133	0.	31,688.84
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0020	0201	59,999.99	45,946.7
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0020	0203	0.	1,445.71
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0020	0210	0.	2,800.63
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0301	0.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0304	5,745.	4,860.91
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0305	502,431.	456,877.01
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0307	48,189.	48,188.75
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0330	17,439.	16,999.9
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0031	0308	854,604.02	742,936.27
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0032	0309	6,117,391.	5,885,316.55
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0033	0430	150,264.	45,744.43
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0034	0440	2,299,588.	2,217,192.82
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0035	0310	1,072,943.	1,067,647.09
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0401	0.	-107,357.44
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0403	20,000.	18,017.94
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0405	27,160.	7,031.2
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0406	95,693.47	3,966.39
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0408	57,901.	232,952.33
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0411	1,500.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0415	0.	-1,548.85
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0416	62,879.	-5,042.43
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0041	0409	238,831.46	232,269.91
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0070	0702	0.	371,393.45
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0070	0704	0.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0070	0706	99,999.6	111,461.92
			0100 Total			12,764,308.52	11,327,740.44
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0011	0111	1,106,311.26	1,106,311.26
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0012	0125	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0013	0131	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0013	0136	0.	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0141	70,061.35	70,061.35
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0142	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0147	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0148	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0154	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0155	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0157	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0158	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0159	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0160	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0161	0.	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0015	0133	0.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0020	0201	2,111.47	2,111.47
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0031	0308	0.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0032	0309	136,911.72	136,911.72
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0401	107,357.44	107,357.44
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0406	0.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0408	122,530.78	122,530.78
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0041	0409	37.42	37.42
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0701	0.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0702	0.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0704	0.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0706	0.	0.
			0200 Total			1,545,321.44	1,545,321.44
1030 Total						14,309,629.96	12,873,061.88
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0011	0111	1,322,762.61	3,637,166.07
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0012	0125	0.	20,255.62
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0013	0128	0.	5,489.14
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0013	0134	0.	7,785.01
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0013	0136	0.	253.94
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0141	0.	1,327.15
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0142	0.	265,094.75
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0147	339,949.99	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0148	0.	135,859.42
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0152	0.	6,168.78
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0154	0.	1,882.73
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0155	0.	6,520.93
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0157	0.	2,177.67
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0158	0.	32,122.04
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0159	0.	100,813.14
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0160	0.	1,567.53
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0161	0.	12,617.3
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0015	0133	0.	11,867.19
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0020	0201	10,000.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0020	0219	50,000.	48,638.33
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0040	0401	0.	3,462.81
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0040	0441	25,000.	21,000.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0040	0442	59,042.62	254,032.97

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0040	0494	448,909.55	761,228.39
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0041	0409	0.	381,510.29
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0041	0417	1,497,214.08	2,105,515.04
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0070	0706	0.	41,590.71
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0070	0710	0.	290,782.73
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0070	0711	0.	13,797.87
			0100 Total			3,752,878.85	8,170,527.55
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0011	0111	54,624.26	54,624.26
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0012	0125	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0013	0128	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0013	0134	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0013	0136	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0141	3,749.76	3,749.76
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0142	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0147	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0148	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0154	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0155	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0157	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0158	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0159	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0160	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0161	0.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0015	0133	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0401	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0441	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0442	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0494	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0041	0409	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0041	0417	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0070	0701	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0070	0706	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0070	0710	0.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0070	0711	0.	0.
			0200 Total			58,374.02	58,374.02
1040 Total						3,811,252.87	8,228,901.57
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0011	0111	1,317,338.36	-677,102.64
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0012	0125	0.	57,286.81
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0013	0135	0.	585.25
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	1,066.29
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	122,695.88
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0147	338,555.95	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	78,815.31
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0152	0.	18,016.93
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	1,222.73
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	4,055.33
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0157	0.	1,514.37
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	21,216.31

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	59,222.06
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0160	0.	823.72
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	6,589.5
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0015	0133	0.	97.8
1050	FINANCIAL OPERATIONS	NON-PERSONNEL SERVICES	0100	0020	0201	7,000.	-5,369.62
1050	FINANCIAL OPERATIONS	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-11,673.56
1050	FINANCIAL OPERATIONS	NON-PERSONNEL SERVICES	0100	0041	0409	265,356.62	532,304.
			0100 Total			1,928,250.93	211,366.47
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0011	0111	2,032,344.15	2,032,344.15
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0141	158,883.72	158,883.72
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0142	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0147	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0148	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0152	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0154	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0155	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0157	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0158	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0159	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0160	0.	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0161	0.	0.
1050	FINANCIAL OPERATIONS	NON-PERSONNEL SERVICES	0200	0020	0201	11,005.19	11,005.19
1050	FINANCIAL OPERATIONS	NON-PERSONNEL SERVICES	0200	0040	0408	11,673.56	11,673.56
1050	FINANCIAL OPERATIONS	NON-PERSONNEL SERVICES	0200	0041	0409	303.89	303.89
			0200 Total			2,214,210.51	2,214,210.51
1050 Total						4,142,461.44	2,425,576.98
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0100	0020	0201	2,500.	1,383.07
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0100	0041	0409	1,500.	224,780.03
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0100	0070	0701	0.	0.
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0100	0070	0702	816.31	406.44
			0100 Total			4,816.31	226,569.54
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0200	0020	0201	0.	0.
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0200	0041	0409	0.	0.
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0701	0.	0.
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0702	0.	0.
			0200 Total			0.	0.
1055 Total						4,816.31	226,569.54
1060	LEGAL	PERSONNEL SERVICES	0100	0011	0111	981,635.93	196,695.99
1060	LEGAL	PERSONNEL SERVICES	0100	0012	0126	0.	31,739.85
1060	LEGAL	PERSONNEL SERVICES	0100	0013	0135	0.	533.66
1060	LEGAL	PERSONNEL SERVICES	0100	0013	0138	0.	10,001.72
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0141	0.	526.98
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0142	0.	73,655.56
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0147	252,280.43	0.
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0148	0.	59,607.62
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0154	0.	610.7
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0155	0.	2,156.65

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0158	0.	14,756.96
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0159	0.	50,917.87
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0160	0.	727.65
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0161	0.	3,777.16
1060	LEGAL	NON-PERSONNEL SERVICES	0100	0020	0201	4,000.	1,649.43
1060	LEGAL	NON-PERSONNEL SERVICES	0100	0040	0401	600.	316.
1060	LEGAL	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-85.29
1060	LEGAL	NON-PERSONNEL SERVICES	0100	0040	0425	1,650.	1,939.
1060	LEGAL	NON-PERSONNEL SERVICES	0100	0041	0409	3,750.	598,371.86
		0100 Total				1,243,916.36	1,047,899.37
1060	LEGAL	PERSONNEL SERVICES	0200	0011	0111	773,706.7	773,706.7
1060	LEGAL	PERSONNEL SERVICES	0200	0014	0141	47,959.47	47,959.47
1060	LEGAL	NON-PERSONNEL SERVICES	0200	0020	0201	36.95	36.95
1060	LEGAL	NON-PERSONNEL SERVICES	0200	0040	0408	85.29	85.29
1060	LEGAL	NON-PERSONNEL SERVICES	0200	0041	0409	0.	0.
		0200 Total				821,788.41	821,788.41
1060 Total						2,065,704.77	1,869,687.78
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0301	97,569.	74,827.95
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0402	0.	-0.6
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0403	16,187.	191,949.07
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0404	30,000.	425,100.7
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0406	0.	4,521.72
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0407	114,811.59	6,189.56
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0411	0.	340.2
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0416	0.	18.13
		0100 Total				258,567.59	702,946.73
1070	FLEET MANAGEMENT	PERSONNEL SERVICES	0200	0011	0111	4,703.94	4,703.94
1070	FLEET MANAGEMENT	PERSONNEL SERVICES	0200	0014	0141	1,567.98	1,567.98
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0403	0.	0.
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0404	0.	0.
		0200 Total				6,271.92	6,271.92
1070 Total						264,839.51	709,218.65
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0011	0111	263,915.39	222,625.1
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	144.8
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	23,083.15
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0147	67,826.25	0.
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	15,924.99
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	172.95
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	567.99
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0157	0.	217.47
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	3,871.62
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	13,942.88
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0160	0.	300.
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	1,129.8
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0015	0133	0.	251.7
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0020	0201	1,000.	989.8
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0040	0401	1,300.	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-1,384.34
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0040	0410	0.	1,502.85
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0040	0411	10,000.	2,117.38
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0040	0414	0.	0.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0041	0409	0.	32,239.69
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0070	0701	0.	0.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0070	0702	500.	259.95
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0070	0704	0.	229.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0100	0070	0711	0.	0.
			0100 Total			344,541.64	318,186.78
1080	COMMUNICATIONS	PERSONNEL SERVICES	0200	0011	0111	53,750.45	53,750.45
1080	COMMUNICATIONS	PERSONNEL SERVICES	0200	0014	0141	2,482.78	2,482.78
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0040	0401	0.	0.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0040	0408	1,384.34	1,384.34
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0040	0410	0.	0.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0040	0411	0.	0.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0041	0409	0.	0.
			0200 Total			57,617.57	57,617.57
1080 Total						402,159.21	375,804.35
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0100	0020	0201	0.	381.9
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0100	0040	0411	650.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0100	0070	0702	419.82	0.
			0100 Total			1,069.82	381.9
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0200	0020	0201	0.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0200	0040	0408	302.93	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0200	0070	0702	0.	0.
			0200 Total			302.93	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0020	0201	-68.81	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0020	0205	1,250.78	1,181.97
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0040	0401	0.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0040	0408	383.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0040	0411	2,619.5	2,619.5
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0040	0425	0.	383.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0041	0409	2,441.	2,441.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0050	0501	2,263.67	2,263.67
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0070	0702	0.	0.
			0450 Total			8,889.14	8,889.14
1085 Total						10,261.89	9,271.04
1087	LANGUAGE ACCESS	PERSONNEL SERVICES	0100	0011	0111	0.	-120,924.99
1087	LANGUAGE ACCESS	NON-PERSONNEL SERVICES	0100	0020	0201	0.	0.
1087	LANGUAGE ACCESS	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-326.74
1087	LANGUAGE ACCESS	NON-PERSONNEL SERVICES	0100	0041	0409	70,000.	159,718.27
			0100 Total			70,000.	38,466.54
1087	LANGUAGE ACCESS	PERSONNEL SERVICES	0200	0011	0111	114,051.46	114,051.46
1087	LANGUAGE ACCESS	PERSONNEL SERVICES	0200	0014	0141	6,873.53	6,873.53
1087	LANGUAGE ACCESS	NON-PERSONNEL SERVICES	0200	0040	0408	23.81	326.74
1087	LANGUAGE ACCESS	NON-PERSONNEL SERVICES	0200	0041	0409	730.	730.
			0200 Total			121,678.8	121,981.73

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1087 Total						191,678.8	160,448.27
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0011	0111	747,627.05	-2,035,105.14
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0012	0125	58,569.23	28,143.69
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0013	0134	0.	71,327.53
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0013	0135	0.	470.63
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0013	0174	0.	69,750.39
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0141	0.	790.95
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0142	0.	106,639.78
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0147	207,192.45	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0148	0.	94,494.57
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0154	0.	1,091.59
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0155	0.	3,652.61
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0157	0.	722.7
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0158	0.	23,904.83
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0159	0.	60,140.5
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0160	0.	874.03
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0161	0.	-29,472.63
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0015	0133	0.	1,321.31
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0020	0201	9,749.63	6,649.86
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0020	0203	0.	2,822.25
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0401	13,250.	3,688.35
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0402	0.	853.82
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0408	16,000.	-84,042.91
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0411	0.	258.99
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0441	0.	0.
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0041	0409	0.	-92,229.38
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0050	0501	2,000.	0.
			0100 Total			1,054,388.36	-1,763,251.68
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0011	0111	3,039,523.81	3,039,523.81
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0012	0125	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0013	0134	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0013	0135	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0141	526,114.2	526,114.2
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0142	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0147	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0148	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0154	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0155	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0157	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0158	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0159	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0160	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0161	0.	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0015	0133	0.	0.
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0408	84,042.91	84,042.91
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0200	0041	0409	92,229.38	92,229.38
			0200 Total			3,741,910.3	3,741,910.3
1090 Total						4,796,298.66	1,978,658.62

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0011	0111	529,272.96	530,504.18
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0013	0134	0.	1,043.86
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0141	0.	282.55
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0142	0.	38,837.21
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0147	136,023.15	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0148	0.	30,684.89
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0154	0.	413.72
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0155	0.	1,234.88
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0157	0.	546.48
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0158	0.	7,335.56
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0159	0.	26,569.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0160	0.	342.71
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0161	0.	1,935.59
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0100	0020	0201	2,500.	2,499.93
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0100	0040	0408	667,006.	629,294.21
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0100	0070	0701	0.	0.
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0100	0070	0702	0.	2,132.
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0100	0070	0704	0.	539.
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0100	0070	0711	8,120.	3,735.
			0100 Total			1,342,922.11	1,277,930.77
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0011	0111	1,131.18	1,131.18
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0141	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0142	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0147	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0148	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0154	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0155	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0157	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0158	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0159	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0160	0.	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0161	0.	0.
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0200	0040	0408	0.	0.
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0200	0070	0711	0.	0.
			0200 Total			1,131.18	1,131.18
1099 Total						1,344,053.29	1,279,061.95
2012	PERMANENCY	PERSONNEL SERVICES	0100	0011	0111	5,492,319.52	6,992,115.24
2012	PERMANENCY	PERSONNEL SERVICES	0100	0012	0125	234,467.73	68,986.12
2012	PERMANENCY	PERSONNEL SERVICES	0100	0012	0127	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0128	0.	41,293.7
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0131	0.	32.72
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0134	0.	43,764.84
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0135	0.	3,681.44
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0136	0.	20,781.11
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0174	0.	28,633.89
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0141	0.	3,857.97
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0142	0.	750,481.63

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0147	1,471,784.3	65.38
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0148	0.	427,875.38
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0152	0.	12,740.77
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0154	0.	6,290.15
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0155	0.	21,095.15
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0157	0.	9,030.78
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0158	0.	100,847.02
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0159	0.	286,100.5
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0160	0.	4,409.38
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0161	0.	27,765.83
2012	PERMANENCY	PERSONNEL SERVICES	0100	0015	0133	415,188.33	89,712.37
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0020	0201	7,500.	7,461.58
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0040	0402	10,000.	3,414.21
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-59,454.69
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0040	0415	0.	37,250.8
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0040	0425	80,000.	783.
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0041	0409	15,000.	-75,696.71
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0050	0501	0.	2,316.68
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0050	0507	125,000.	17,473.78
			0100 Total			7,851,259.88	8,873,110.02
2012	PERMANENCY	PERSONNEL SERVICES	0200	0011	0111	91,699.2	90,296.37
2012	PERMANENCY	PERSONNEL SERVICES	0200	0011	0999	0.	1,402.83
2012	PERMANENCY	PERSONNEL SERVICES	0200	0013	0128	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0013	0134	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0013	0135	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0013	0136	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0141	4,633.81	4,633.81
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0142	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0147	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0148	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0154	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0155	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0157	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0158	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0159	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0160	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0161	0.	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0015	0133	0.	0.
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0040	0408	89,824.88	89,824.88
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0041	0409	59,177.09	59,177.09
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0070	0702	0.	0.
			0200 Total			245,334.98	245,334.98
2012	PERMANENCY	NON-PERSONNEL SERVICES	0450	0040	0408	3,750.	3,750.
			0450 Total			3,750.	3,750.
2012 Total						8,100,344.86	9,122,195.
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0011	0111	2,977,099.12	1,528,530.88

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0012	0125	0.	26,936.94
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0013	0128	0.	432.
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0013	0131	0.	888.65
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0013	0134	0.	4,220.72
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0013	0135	0.	1,131.4
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0013	0136	0.	169.02
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0141	0.	1,633.49
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0142	0.	351,133.68
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0147	765,114.44	0.
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0148	0.	188,899.21
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0154	0.	2,842.6
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0155	0.	9,788.29
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0157	0.	3,739.56
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0158	0.	44,178.05
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0159	0.	148,062.73
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0160	0.	1,891.05
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0014	0161	0.	16,851.52
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0100	0015	0133	0.	21,465.86
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0100	0020	0201	0.	0.
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-407,229.48
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0100	0041	0409	0.	-1,397,747.39
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0100	0050	0501	0.	-51,431.92
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0100	0050	0502	150,000.	49,888.17
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0100	0050	0507	0.	0.
			0100 Total			3,892,213.56	546,275.03
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0011	0111	2,343,702.94	2,332,808.62
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0012	0125	0.	0.
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0013	0128	0.	0.
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0013	0134	0.	9,392.2
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0141	114,650.53	114,833.77
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0142	0.	40,627.16
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0147	88,557.38	0.
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0148	0.	21,287.02
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0154	0.	277.14
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0155	0.	973.77
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0157	0.	531.3
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0158	0.	4,978.43
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0159	0.	17,355.67
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0160	0.	323.75
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0014	0161	0.	2,019.9
2030	TEEN SERVICES ACTIVITY	PERSONNEL SERVICES	0200	0015	0133	0.	1,502.12
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0020	0201	9,624.98	9,624.98
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0040	0401	0.	10,316.31
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0040	0402	32,833.46	28,242.71
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0040	0408	407,229.48	407,229.48
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0040	0411	6,000.	274.44
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0041	0409	1,433,050.55	1,433,050.55

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0050	0501	597,547.85	528,152.05
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0050	0502	0.	28,611.32
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0050	0507	149,990.	190,774.48
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0070	0701	0.	0.
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0070	0702	12,068.7	0.
2030	TEEN SERVICES ACTIVITY	NON-PERSONNEL SERVICES	0200	0070	0706	0.	12,068.7
			0200 Total			5,195,255.87	5,195,255.87
2030 Total						9,087,469.43	5,741,530.9
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0011	0111	2,110,327.5	2,248,425.68
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0012	0125	0.	-2,965.77
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0013	0128	0.	-445.73
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0013	0129	0.	1,276.97
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0013	0131	0.	-14.97
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0013	0134	0.	1,493.21
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0013	0136	0.	-460.44
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0141	0.	1,488.53
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0142	0.	257,612.35
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0147	542,354.15	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0148	0.	176,765.21
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0152	0.	-425.88
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0154	0.	2,329.22
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0155	0.	8,053.12
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0157	0.	3,171.95
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0158	0.	41,314.37
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0159	0.	148,817.31
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0160	0.	1,203.31
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0161	0.	12,797.37
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0015	0133	0.	-777.29
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0100	0020	0201	2,500.	1,851.56
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-22,662.64
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0100	0040	0411	7,500.	6,076.
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0100	0041	0409	110,000.	156,962.07
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0100	0041	0417	0.	28,800.
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0100	0041	4090	0.	29,925.
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0100	0050	0501	722,966.	-216.95
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0100	0050	0502	26,004.	0.
			0100 Total			3,521,651.65	3,100,393.56
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0011	0111	644,759.4	644,759.4
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0141	48,766.87	48,766.87
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0142	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0147	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0148	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0154	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0155	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0157	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0158	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0159	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0160	0.	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0161	0.	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0015	0133	0.	0.
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0200	0040	0408	8,535.49	8,535.49
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0200	0041	0409	22,969.29	22,969.29
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0200	0041	0417	0.	0.
			0200 Total			725,031.05	725,031.05
2045 Total						4,246,682.7	3,825,424.61
2050		NON-PERSONNEL SERVICES	0200	0040	0402	0.	0.
			0200 Total			0.	0.
2050 Total						0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0011	0111	1,139,472.69	1,077,325.03
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0013	0136	0.	82.24
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0141	0.	890.97
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0142	0.	187,857.63
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0147	292,844.46	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0148	0.	104,321.74
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0152	0.	6,500.39
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0154	0.	1,604.44
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0155	0.	5,463.27
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0157	0.	2,047.65
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0158	0.	24,397.82
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0159	0.	89,281.69
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0160	0.	1,034.07
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0161	0.	9,576.04
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0015	0133	0.	10,584.76
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0100	0020	0201	4,500.	3,842.59
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0100	0040	0402	0.	13,672.58
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0100	0040	0408	50,000.	-124,456.33
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0100	0041	0409	40,000.	939,280.8
			0100 Total			1,526,817.15	2,353,307.38
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0011	0111	759,455.65	759,455.65
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0013	0136	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0141	41,706.24	41,706.24
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0142	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0147	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0148	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0154	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0155	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0157	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0158	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0159	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0160	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0161	0.	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0015	0133	0.	0.
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0200	0040	0408	158,444.33	158,444.33
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0200	0041	0409	49,172.45	49,172.45
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
			0200 Total			1,008,778.67	1,008,778.67
2055 Total						2,535,595.82	3,362,086.05
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0011	0111	1,438,096.15	1,828,586.25
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0013	0128	0.	3,621.21
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0013	0131	0.	685.4
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0013	0134	0.	222.93
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0013	0135	0.	347.13
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0013	0136	0.	185.1
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0013	0174	0.	182.27
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0141	0.	958.69
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0142	0.	218,152.53
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0147	369,590.68	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0148	0.	104,629.63
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0152	0.	4,158.58
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0154	0.	1,490.98
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0155	0.	5,414.89
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0157	0.	1,598.16
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0158	0.	25,302.09
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0159	0.	76,783.51
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0160	0.	530.56
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0161	0.	10,685.05
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0015	0133	0.	4,123.79
2065	CONTRACT MONITORING	NON-PERSONNEL SERVICES	0100	0020	0201	7,000.	5,031.1
2065	CONTRACT MONITORING	NON-PERSONNEL SERVICES	0100	0041	0409	0.	0.
			0100 Total			1,814,686.83	2,292,689.85
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0011	0111	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0013	0135	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0141	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0142	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0147	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0148	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0152	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0154	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0155	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0157	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0158	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0159	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0160	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0161	0.	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0015	0133	0.	0.
			0200 Total			0.	0.
2065 Total						1,814,686.83	2,292,689.85
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0011	0111	5,179,097.94	4,690,576.1
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0012	0125	0.	38,424.33
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0128	0.	5,321.14
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0129	0.	392,324.79
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0131	0.	369.82
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0134	0.	33,830.41

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0135	0.	6,307.98
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0136	0.	590.07
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0174	193,631.7	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0141	0.	3,322.66
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0142	0.	775,931.1
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0147	1,331,028.18	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0148	0.	402,140.45
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0152	0.	12,834.97
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0154	0.	5,682.5
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0155	0.	19,609.82
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0157	0.	7,421.36
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0158	0.	95,539.96
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0159	0.	300,586.11
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0160	0.	3,478.47
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0161	0.	37,746.82
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0015	0133	0.	222,240.7
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0020	0201	7,500.	5,103.32
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0040	0401	0.	1,995.
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0040	0402	0.	-20,879.77
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-16,490.04
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0040	0410	0.	300.
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0040	0425	40,000.	28,254.
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0041	0409	0.	-1,259,152.74
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0050	0501	26,792,585.43	29,609,375.67
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0050	0507	0.	0.
			0100 Total			33,543,843.25	35,402,785.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0011	0111	1,499,963.64	1,496,284.16
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0011	0999	0.	3,679.48
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0013	0129	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0013	0134	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0141	101,522.46	101,522.46
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0142	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0147	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0148	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0152	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0154	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0155	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0157	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0158	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0159	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0160	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0161	0.	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0015	0133	0.	0.
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0200	0040	0408	16,490.04	16,490.04
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0200	0041	0409	1,259,152.74	1,259,152.74
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0200	0050	0501	20,171,794.17	20,171,794.17
			0200 Total			23,048,923.05	23,048,923.05
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0600	0050	0501	1,200,000.	1,200,000.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
			0600 Total			1,200,000.	1,200,000.
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0700	0050	0501	1,006,362.11	1,006,362.11
			0700 Total			1,006,362.11	1,006,362.11
2066 Total						58,799,128.41	60,658,070.16
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0011	0111	91,405.51	-381,617.91
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0013	0129	0.	23,756.26
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0141	0.	47.71
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0142	0.	11,007.15
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0147	23,491.21	0.
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0148	0.	6,951.52
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0154	0.	83.95
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0155	0.	256.54
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0158	0.	1,625.76
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0159	0.	4,601.76
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0160	0.	-104.2
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0161	0.	535.3
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0020	0201	5,000.	5,000.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0040	0402	70,000.	4,796.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0040	0405	0.	3,993.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0040	0408	0.	-897.54
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0040	0411	0.	11,645.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0041	0409	96,500.	167,385.9
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0070	0701	0.	0.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0100	0070	0702	5,309.	5,309.
			0100 Total			291,705.72	-135,624.8
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0011	0111	445,751.41	445,751.41
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0141	27,900.71	27,900.71
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0040	0401	0.	0.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0040	0408	1,788.06	1,788.06
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0041	0409	173.6	173.6
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.
			0200 Total			475,613.78	475,613.78
2067 Total						767,319.5	339,988.98
3010		NON-PERSONNEL SERVICES	0100	0040	0416	0.	0.
			0100 Total			0.	0.
3010		NON-PERSONNEL SERVICES	0200	0050	0501	26,250.	26,250.
			0200 Total			26,250.	26,250.
3010 Total						26,250.	26,250.
3020		NON-PERSONNEL SERVICES	0450	0020	0201	-178.36	0.
3020		NON-PERSONNEL SERVICES	0450	0020	0204	0.	821.64
3020		NON-PERSONNEL SERVICES	0450	0020	0205	1,000.	0.
3020		NON-PERSONNEL SERVICES	0450	0040	0401	0.	4,913.78
3020		NON-PERSONNEL SERVICES	0450	0040	0408	313.78	0.
3020		NON-PERSONNEL SERVICES	0450	0040	0411	4,600.	0.
3020		NON-PERSONNEL SERVICES	0450	0041	0409	2,850.	2,850.
			0450 Total			8,585.42	8,585.42
3020 Total						8,585.42	8,585.42

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0011	0111	4,345,385.09	1,170,752.82
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0012	0125	0.	6,666.16
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0128	0.	257,038.41
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0131	0.	4,411.86
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0134	0.	25,916.42
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0135	0.	20,306.62
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0136	0.	23,113.62
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0174	0.	13,627.68
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0141	0.	2,682.85
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0142	0.	534,005.12
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0147	1,116,763.96	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0148	0.	356,237.5
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0154	0.	5,028.93
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0155	0.	17,283.36
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0157	0.	7,041.2
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0158	0.	83,374.32
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0159	0.	253,616.59
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0160	0.	4,836.91
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0161	0.	23,887.6
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0015	0133	0.	229,051.58
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0100	0020	0201	5,000.	4,192.76
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0100	0020	0203	0.	100.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0100	0041	0409	12,000.	12,000.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0100	0050	0501	576,691.36	312,164.69
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0100	0070	0704	0.	1,987.06
			0100 Total			6,055,840.41	3,369,324.06
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0011	0111	2,228,572.87	2,228,572.87
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0013	0128	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0013	0134	0.	-289.69
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0013	0135	0.	289.69
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0013	0136	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0141	142,307.27	142,307.27
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0142	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0147	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0148	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0154	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0155	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0157	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0158	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0159	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0160	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0161	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0015	0133	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0200	0070	0702	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0200	0070	0704	0.	0.
3086	CHILD PROTECTIVE SERVICES - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0200	0070	0710	0.	0.
			0200 Total			2,370,880.14	2,370,880.14
3086 Total						8,426,720.55	5,740,204.2

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0011	0111	6,258,863.2	7,721,589.31
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0012	0125	0.	29,370.94
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0128	0.	299,970.45
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0131	0.	157,901.34
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0134	0.	53,408.98
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0135	0.	96,924.58
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0136	0.	67,631.51
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0174	193,631.7	23,482.96
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	4,036.55
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	896,995.05
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0147	1,608,527.79	298.67
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	536,530.79
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0152	0.	6,416.71
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	6,617.85
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	23,005.89
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0157	0.	9,047.3
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	126,362.42
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	362,957.37
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0160	0.	1,939.37
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	46,613.91
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0100	0015	0133	365,188.33	712,742.77
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	NON-PERSONNEL SERVICES	0100	0020	0201	7,500.	7,487.19
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	NON-PERSONNEL SERVICES	0100	0050	0501	900,000.	900,000.
			0100 Total			9,333,711.02	12,091,331.91
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0011	0111	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0128	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0131	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0134	0.	-1,442.76
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0135	0.	1,442.76
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0136	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0141	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0142	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0147	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0148	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0152	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0154	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0155	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0157	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0158	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0159	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0160	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0161	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	PERSONNEL SERVICES	0200	0015	0133	0.	0.
3087	CHILD PROTECTIVE SERVICES - INVESTIGATIONS	NON-PERSONNEL SERVICES	0200	0070	0702	0.	0.
			0200 Total			0.	0.
3087 Total						9,333,711.02	12,091,331.91
3090	CLINICAL HEALTH SERVICES	PERSONNEL SERVICES	0100	0014	0160	0.	25.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0020	0201	9,200.	21,714.26

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0020	0203	15,529.	3,008.68
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0040	0408	2,000.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0041	0409	48,816.	40,176.5
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0050	0501	1,079,051.69	2,051,735.37
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0050	0502	1,167,600.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0050	0503	181,212.87	92,388.69
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0070	0702	0.	1,700.7
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0070	0704	0.	5,680.94
			0100 Total			2,503,409.56	2,216,430.14
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0070	0701	0.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0070	0702	0.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0070	0704	0.	0.
			0200 Total			0.	0.
3090 Total						2,503,409.56	2,216,430.14
3091	NURSE CARE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0160	0.	120.35
3091	NURSE CARE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0041	0409	15,000.	2,054.37
3091	NURSE CARE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0050	0501	110,000.	0.
3091	NURSE CARE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0050	0507	0.	2,779.44
			0100 Total			125,000.	4,954.16
3091 Total						125,000.	4,954.16
3092	HEALTHY HORIZON'S CLINIC	NON-PERSONNEL SERVICES	0100	0041	0409	749,325.78	1,085,246.5
			0100 Total			749,325.78	1,085,246.5
3092	HEALTHY HORIZON'S CLINIC	NON-PERSONNEL SERVICES	0200	0041	0409	0.	0.
			0200 Total			0.	0.
3092	HEALTHY HORIZON'S CLINIC	NON-PERSONNEL SERVICES	0700	0041	0409	199,999.24	199,999.24
			0700 Total			199,999.24	199,999.24
3092 Total						949,325.02	1,285,245.74
4010	ADOPTIONS SUBSIDY	NON-PERSONNEL SERVICES	0100	0050	0501	10,397,645.11	9,969,073.7
			0100 Total			10,397,645.11	9,969,073.7
4010	ADOPTIONS SUBSIDY	NON-PERSONNEL SERVICES	0200	0050	0501	9,335,933.	9,335,933.
			0200 Total			9,335,933.	9,335,933.
4010 Total						19,733,578.11	19,305,006.7
4011	GUARDIANSHIP SUBSIDY	NON-PERSONNEL SERVICES	0100	0050	0501	10,046,443.25	10,201,706.36
			0100 Total			10,046,443.25	10,201,706.36
4011	GUARDIANSHIP SUBSIDY	NON-PERSONNEL SERVICES	0200	0050	0501	2,747,649.	2,747,649.
			0200 Total			2,747,649.	2,747,649.
4011 Total						12,794,092.25	12,949,355.36
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0100	0020	0201	3,500.	2,999.62
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0100	0040	0408	1,762.74	0.
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0100	0040	0411	700.	0.
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0100	0041	0409	149,000.	75,034.71
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0100	0050	0501	4,815,433.	4,815,433.
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0100	0050	0502	0.	0.
			0100 Total			4,970,395.74	4,893,467.33
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0200	0040	0408	0.	0.
			0200 Total			0.	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
4012 Total						4,970,395.74	4,893,467.33
6010	POLICY	PERSONNEL SERVICES	0100	0011	0111	224,370.8	-79,725.29
6010	POLICY	PERSONNEL SERVICES	0100	0013	0174	193,631.7	0.
6010	POLICY	PERSONNEL SERVICES	0100	0014	0141	0.	2.8
6010	POLICY	PERSONNEL SERVICES	0100	0014	0142	0.	6,981.71
6010	POLICY	PERSONNEL SERVICES	0100	0014	0147	57,663.3	0.
6010	POLICY	PERSONNEL SERVICES	0100	0014	0148	0.	8,334.11
6010	POLICY	PERSONNEL SERVICES	0100	0014	0154	0.	60.74
6010	POLICY	PERSONNEL SERVICES	0100	0014	0155	0.	208.39
6010	POLICY	PERSONNEL SERVICES	0100	0014	0157	0.	18.48
6010	POLICY	PERSONNEL SERVICES	0100	0014	0158	0.	2,377.86
6010	POLICY	PERSONNEL SERVICES	0100	0014	0159	0.	7,898.22
6010	POLICY	PERSONNEL SERVICES	0100	0014	0161	0.	334.13
6010	POLICY	NON-PERSONNEL SERVICES	0100	0020	0201	12,500.	12,500.
6010	POLICY	NON-PERSONNEL SERVICES	0100	0040	0408	0.	601,945.21
6010	POLICY	NON-PERSONNEL SERVICES	0100	0040	0411	2,079.	2,079.
6010	POLICY	NON-PERSONNEL SERVICES	0100	0040	0425	0.	49.95
6010	POLICY	NON-PERSONNEL SERVICES	0100	0041	0409	71,143.	7,102.07
6010	POLICY	NON-PERSONNEL SERVICES	0100	0050	0501	853,374.31	829,992.37
		0100 Total				1,414,762.11	1,400,159.75
6010	POLICY	PERSONNEL SERVICES	0200	0011	0111	229,884.78	229,884.78
6010	POLICY	PERSONNEL SERVICES	0200	0012	0125	0.	0.
6010	POLICY	PERSONNEL SERVICES	0200	0014	0141	18,480.39	18,480.39
6010	POLICY	PERSONNEL SERVICES	0200	0014	0147	0.	0.
6010	POLICY	NON-PERSONNEL SERVICES	0200	0020	0201	0.	0.
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0401	0.	1,803.03
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0402	48,587.09	51,540.82
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0408	352,680.03	323,186.16
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0411	0.	11,703.4
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0425	0.	0.
6010	POLICY	NON-PERSONNEL SERVICES	0200	0041	0409	163,479.16	144,082.87
6010	POLICY	NON-PERSONNEL SERVICES	0200	0050	0501	21,763.	20,000.
6010	POLICY	NON-PERSONNEL SERVICES	0200	0070	0701	0.	0.
		0200 Total				834,874.45	800,681.45
6010	POLICY	NON-PERSONNEL SERVICES	0400	0041	0409	19,500.	0.
		0400 Total				19,500.	0.
6010	POLICY	NON-PERSONNEL SERVICES	0450	0041	0409	14,653.24	5,000.
6010	POLICY	NON-PERSONNEL SERVICES	0450	0041	4090	0.	9,653.24
6010	POLICY	NON-PERSONNEL SERVICES	0450	0050	0501	0.	0.
		0450 Total				14,653.24	14,653.24
6010	POLICY	NON-PERSONNEL SERVICES	0700	0040	0408	18,750.	18,750.
		0700 Total				18,750.	18,750.
6010 Total						2,302,539.8	2,234,244.44
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0011	0111	2,266,451.85	2,368,342.07
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0012	0125	98,491.91	43,750.88
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0141	0.	1,680.24
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0142	0.	207,531.52
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0147	607,790.53	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0148	0.	124,140.04
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0152	0.	20,056.1
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0154	0.	1,851.33
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0155	0.	6,598.52
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0157	0.	2,598.75
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0158	0.	33,269.94
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0159	0.	97,987.56
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0160	0.	1,319.69
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0161	0.	10,037.8
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0015	0133	0.	1,353.13
			0100 Total			2,972,734.29	2,920,517.57
6020 Total						2,972,734.29	2,920,517.57
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0011	0111	1,164,405.13	997,869.24
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0012	0125	0.	49,935.63
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0013	0134	0.	19,391.24
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0013	0174	0.	20,562.2
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0141	0.	642.09
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0142	0.	142,594.29
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0147	299,252.08	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0148	0.	80,437.91
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0154	0.	997.16
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0155	0.	3,510.28
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0157	0.	1,501.17
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0158	0.	18,812.08
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0159	0.	66,037.85
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0160	0.	730.89
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0161	0.	6,704.3
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0015	0133	0.	923.73
6030	QUALITY ASSURANCE	NON-PERSONNEL SERVICES	0100	0040	0408	0.	0.
6030	QUALITY ASSURANCE	NON-PERSONNEL SERVICES	0100	0040	0411	2,700.	2,371.
6030	QUALITY ASSURANCE	NON-PERSONNEL SERVICES	0100	0041	0409	72,000.	13,176.13
			0100 Total			1,538,357.21	1,426,197.19
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0011	0111	267,922.97	267,922.97
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0012	0125	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0141	5,038.17	5,038.17
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0142	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0147	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0148	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0154	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0155	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0157	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0158	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0159	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0160	0.	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0161	0.	0.
6030	QUALITY ASSURANCE	NON-PERSONNEL SERVICES	0200	0041	0409	22,346.37	22,346.37
			0200 Total			295,307.51	295,307.51
6030 Total						1,833,664.72	1,721,504.7

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7010		PERSONNEL SERVICES	0100	0011	0111	0.	-190,451.61
7010		NON-PERSONNEL SERVICES	0100	0040	0408	0.	-89,283.61
7010		NON-PERSONNEL SERVICES	0100	0041	0409	0.	-205,885.93
			0100 Total			0.	-485,621.15
7010 Total						0.	-485,621.15
7020	WELL BEING	PERSONNEL SERVICES	0100	0011	0111	3,792,302.3	4,362,106.17
7020	WELL BEING	PERSONNEL SERVICES	0100	0012	0125	147,939.78	109,852.93
7020	WELL BEING	PERSONNEL SERVICES	0100	0013	0128	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0100	0013	0129	0.	27,610.46
7020	WELL BEING	PERSONNEL SERVICES	0100	0013	0134	0.	38,144.54
7020	WELL BEING	PERSONNEL SERVICES	0100	0013	0174	193,631.7	20,169.97
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0141	0.	2,362.8
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0142	0.	407,731.09
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0147	1,012,642.27	0.
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0148	0.	257,032.94
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0152	0.	8,911.3
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0154	0.	3,449.39
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0155	0.	11,589.03
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0157	0.	2,186.58
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0158	0.	62,584.65
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0159	0.	205,685.31
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0160	0.	3,291.71
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0161	0.	20,227.56
7020	WELL BEING	PERSONNEL SERVICES	0100	0015	0133	0.	15,487.86
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0020	0201	4,637.07	3,602.
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0020	0205	0.	569.97
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0040	0402	0.	1,776.35
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0040	0406	0.	200.
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0040	0408	9,645.	7,028.8
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0041	0409	155,000.	919,991.38
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0041	4090	0.	10,173.05
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0050	0501	2,134,302.83	2,105,456.26
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0050	0507	765,000.	93,500.
			0100 Total			8,215,100.95	8,700,722.1
7020	WELL BEING	PERSONNEL SERVICES	0200	0011	0111	774,817.76	774,817.76
7020	WELL BEING	PERSONNEL SERVICES	0200	0012	0125	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0013	0128	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0013	0129	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0013	0134	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0141	43,313.3	43,313.3
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0142	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0147	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0148	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0154	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0155	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0157	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0158	0.	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0159	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0160	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0161	0.	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0015	0133	0.	0.
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0020	0201	0.	0.
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0040	0408	126,713.7	126,713.7
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0041	0409	766,014.05	766,014.05
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.
		0200 Total				1,710,858.81	1,710,858.81
7020	WELL BEING	NON-PERSONNEL SERVICES	0700	0041	0409	91,140.92	91,140.92
		0700 Total				91,140.92	91,140.92
7020 Total						10,017,100.68	10,502,721.83
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0011	0111	2,058,265.59	2,060,445.02
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0012	0125	0.	78,530.06
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0013	0128	0.	2,470.71
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0013	0134	0.	19,490.47
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0013	0136	0.	230.83
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0013	0174	193,631.7	15,831.92
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0141	0.	1,159.58
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0142	0.	234,386.19
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0147	528,974.23	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0148	0.	129,629.71
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0154	0.	1,671.14
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0155	0.	6,088.96
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0156	0.	7.76
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0157	0.	1,245.75
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0158	0.	30,945.06
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0159	0.	103,267.12
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0160	0.	1,256.2
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0161	0.	11,549.37
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0015	0133	0.	2,578.07
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0100	0020	0201	9,450.	4,897.84
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0100	0040	0425	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0100	0041	0409	0.	18,334.13
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0100	0050	0501	1,897,000.	324,444.14
		0100 Total				4,687,321.52	3,048,460.03
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0011	0111	59,647.85	59,647.85
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0012	0125	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0141	4,686.44	4,686.44
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0142	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0147	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0148	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0154	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0155	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0157	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0158	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0159	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0161	0.	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0200	0041	0409	20,515.87	20,515.87
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0200	0050	0503	0.	0.
			0200 Total			84,850.16	84,850.16
8010 Total						4,772,171.68	3,133,310.19
8020	IN HOME	PERSONNEL SERVICES	0100	0011	0111	2,840,097.37	1,946,968.24
8020	IN HOME	PERSONNEL SERVICES	0100	0012	0125	0.	42,208.9
8020	IN HOME	PERSONNEL SERVICES	0100	0013	0134	0.	10,973.97
8020	IN HOME	PERSONNEL SERVICES	0100	0013	0135	0.	454.12
8020	IN HOME	PERSONNEL SERVICES	0100	0013	0136	0.	1,237.65
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0141	0.	2,257.43
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0142	0.	510,736.49
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0147	729,905.	0.
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0148	0.	229,133.45
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0152	0.	10,255.29
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0154	0.	3,790.
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0155	0.	13,035.91
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0157	0.	5,582.61
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0158	0.	53,587.67
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0159	0.	175,699.16
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0160	0.	1,850.59
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0161	0.	25,138.91
8020	IN HOME	PERSONNEL SERVICES	0100	0015	0133	365,188.33	18,915.52
8020	IN HOME	NON-PERSONNEL SERVICES	0100	0020	0201	10,000.	5,148.35
8020	IN HOME	NON-PERSONNEL SERVICES	0100	0040	0401	0.	0.
8020	IN HOME	NON-PERSONNEL SERVICES	0100	0040	0425	3,246.2	786.29
8020	IN HOME	NON-PERSONNEL SERVICES	0100	0050	0501	60,000.	18,571.99
8020	IN HOME	NON-PERSONNEL SERVICES	0100	0050	0507	140,000.	106,901.95
8020	IN HOME	NON-PERSONNEL SERVICES	0100	0070	0702	5,000.	4,759.
			0100 Total			4,153,436.9	3,187,993.49
8020	IN HOME	PERSONNEL SERVICES	0200	0011	0111	0.	-274.46
8020	IN HOME	PERSONNEL SERVICES	0200	0011	0999	0.	274.46
8020	IN HOME	PERSONNEL SERVICES	0200	0012	0125	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0013	0134	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0013	0135	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0013	0136	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0141	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0142	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0147	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0148	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0154	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0155	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0157	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0158	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0159	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0160	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0161	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0015	0133	0.	0.

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
8020	IN HOME	NON-PERSONNEL SERVICES	0200	0040	0401	0.	0.
8020	IN HOME	NON-PERSONNEL SERVICES	0200	0040	0425	0.	0.
8020	IN HOME	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.
			0200 Total			0.	0.
8020 Total						4,153,436.9	3,187,993.49
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0011	0111	249,911.31	265,960.05
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0012	0125	0.	8,130.68
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0141	0.	142.94
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0142	0.	17,939.16
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0147	64,227.21	0.
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0148	0.	16,561.25
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0154	0.	189.28
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0155	0.	617.89
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0157	0.	236.28
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0158	0.	3,873.2
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0159	0.	11,217.28
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0160	0.	267.75
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0161	0.	897.92
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0015	0133	0.	438.93
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0100	0041	0409	214,000.	2,511,863.53
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0100	0041	0417	0.	0.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0100	0050	0501	14,294,145.65	14,588,252.93
			0100 Total			14,822,284.17	17,426,589.07
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0040	0408	0.	0.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0041	0409	27,343.	27,343.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.
			0200 Total			27,343.	27,343.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0700	0050	0501	147,874.15	147,874.15
			0700 Total			147,874.15	147,874.15
8030 Total						14,997,501.32	17,601,806.22
9221		NON-PERSONNEL SERVICES	0100	0040	0410	0.	0.
			0100 Total			0.	0.
9221 Total						0.	0.
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0011	0111	309,544.76	189,887.63
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	117.05
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	31,846.1
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0147	79,553.	0.
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	18,864.7
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	189.28
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	769.63
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	4,411.93
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	11,266.12
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	1,627.
			0100 Total			389,097.76	258,979.44
110F						389,097.76	258,979.44
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0011	0111	1,218,416.31	1,491,397.35
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0013	0174	193,631.7	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	1,006.51

Program Code 3	Program Code Description	GAAP Category Title	Approp Fund	CSG	Agy Object	Revised Budget	YTD Expenditures
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	144,249.45
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0147	313,132.99	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	74,116.55
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0152	0.	10,665.78
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	1,324.95
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	4,512.47
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0157	0.	843.15
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	18,492.78
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	66,950.94
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0160	0.	797.56
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	6,181.39
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0020	0201	15,000.	6,673.01
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0040	0401	9,907.43	1,589.63
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0040	0402	0.	565.43
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0040	0408	0.	721.24
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0040	0418	0.	852.
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0041	0409	88,678.08	138,846.88
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0070	0701	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0070	0702	13,500.	0.
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0100	0070	0706	0.	12,597.76
			0100 Total			1,852,266.51	1,982,384.83
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0011	0111	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0141	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0142	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0147	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0148	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0152	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0154	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0155	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0157	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0158	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0159	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0160	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0161	0.	0.
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0200	0041	0409	0.	0.
			0200 Total			0.	0.
120F Total						1,852,266.51	1,982,384.83
RL0 Grand Total - FY 2017						224,186,481.47	223,594,330.66

Child and Family Services Agency Performance Oversight Question #4 (FY 2018 Budget and Expenditures)

Program Code 3	Program 3 Description	GAAP Category Title	Approp Fund	CSG	Agy Object	FY 2018 Revised Budget	YTD Expenditures
1010	PERSONNEL	PERSONNEL SERVICES	0100	0011	0111	799,231.75	162,065.85
1010	PERSONNEL	PERSONNEL SERVICES	0100	0012	0125	54,303.09	11,717.4
1010	PERSONNEL	PERSONNEL SERVICES	0100	0015	0133	0.	195.82
1010	PERSONNEL	PERSONNEL SERVICES	0100	0013	0134	0.	15,895.25
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0141	0.	83.4
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0142	0.	9,374.35
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0147	206,555.43	0.
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0148	0.	10,794.21
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0154	0.	113.12
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0155	0.	399.72
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0158	0.	2,524.47
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0159	0.	8,225.35
1010	PERSONNEL	PERSONNEL SERVICES	0100	0014	0161	0.	482.15
1010	PERSONNEL	PERSONNEL SERVICES	0100	0013	0174	193,631.7	0.
			0100 Total			1,253,721.97	221,871.09
1010	PERSONNEL	PERSONNEL SERVICES	0200	0011	0111	231,492.59	36,234.64
1010	PERSONNEL	PERSONNEL SERVICES	0200	0012	0125	0.	12,703.6
1010	PERSONNEL	PERSONNEL SERVICES	0200	0013	0134	0.	3,050.38
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0141	0.	25.69
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0142	0.	972.76
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0147	56,021.21	0.
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0148	0.	3,194.15
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0154	0.	47.01
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0155	0.	168.39
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0157	0.	4.62
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0158	0.	747.02
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0159	0.	1,811.76
1010	PERSONNEL	PERSONNEL SERVICES	0200	0014	0161	0.	111.6
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0020	0201	30,000.	4,225.13
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0040	0401	0.	41.18
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0040	0408	160,000.	14,852.5
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0041	0409	107,205.	28,385.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0040	0411	10,000.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0040	0414	30,000.	495.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0040	0415	0.	9,550.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0040	0425	3,000.	174.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0040	0442	2,500.	0.
1010	PERSONNEL	NON-PERSONNEL SERVICES	0200	0070	0711	50,000.	0.
			0200 Total			680,218.8	116,794.43
1010 Total						1,933,940.77	338,665.52
1015	TRAINING	PERSONNEL SERVICES	0100	0011	0111	996,166.94	261,964.94
1015	TRAINING	PERSONNEL SERVICES	0100	0013	0128	0.	1,464.
1015	TRAINING	PERSONNEL SERVICES	0100	0015	0133	0.	6,441.18
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0141	0.	137.63
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0142	0.	26,910.05
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0147	241,072.26	0.
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0148	0.	16,045.22

Program Code 3	Program 3 Description	GAAP Category Title	Approp Fund	CSG	Agy Object	FY 2018 Revised Budget	YTD Expenditures
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0154	0.	173.88
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0155	0.	638.22
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0157	0.	254.1
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0158	0.	3,752.51
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0159	0.	12,190.7
1015	TRAINING	PERSONNEL SERVICES	0100	0014	0161	0.	1,540.89
			0100 Total			1,237,239.2	331,513.32
1015	TRAINING	PERSONNEL SERVICES	0200	0011	0111	369,236.52	109,668.22
1015	TRAINING	PERSONNEL SERVICES	0200	0015	0133	0.	510.6
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0141	0.	57.07
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0142	0.	11,022.83
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0147	89,355.23	0.
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0148	0.	6,528.36
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0154	0.	92.26
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0155	0.	316.26
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0157	0.	97.02
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0158	0.	1,526.79
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0159	0.	5,483.37
1015	TRAINING	PERSONNEL SERVICES	0200	0014	0161	0.	587.93
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0020	0201	2,500.	505.73
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0040	0402	0.	1,225.92
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0040	0408	511,658.	21,238.49
1015	TRAINING	NON-PERSONNEL SERVICES	0200	0040	0411	2,000.	0.
			0200 Total			974,749.75	158,860.85
1015 Total						2,211,988.95	490,374.17
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0011	0111	1,339,898.58	365,688.19
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0012	0125	0.	21,119.57
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0141	0.	359.82
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0142	0.	27,133.61
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0147	324,255.45	0.
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0148	0.	15,265.72
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0152	0.	8,893.9
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0154	0.	251.29
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0155	0.	910.83
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0157	0.	355.74
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0158	0.	3,929.47
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0159	0.	9,051.72
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0100	0014	0161	0.	940.2
			0100 Total			1,664,154.03	453,900.06
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0011	0111	201,911.63	56,605.96
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0015	0133	0.	651.67
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0141	0.	13.63
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0142	0.	3,125.36
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0147	48,862.61	0.
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0148	0.	1,569.37
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0152	0.	2,128.77
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0154	0.	28.28
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0155	0.	97.02

Program Code 3	Program 3 Description	GAAP Category Title	Approp Fund	CSG	Agy Object	FY 2018 Revised Budget	YTD Expenditures
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0157	0.	64.68
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0158	0.	367.02
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0159	0.	1,309.73
1020	CONTRACTING AND PROCUREMENT	PERSONNEL SERVICES	0200	0014	0161	0.	83.93
1020	CONTRACTING AND PROCUREMENT	NON-PERSONNEL SERVICES	0200	0020	0201	4,500.	-2,058.
1020	CONTRACTING AND PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0401	0.	0.
1020	CONTRACTING AND PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0402	0.	-1,235.04
1020	CONTRACTING AND PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0408	11,614.62	3,005.
1020	CONTRACTING AND PROCUREMENT	NON-PERSONNEL SERVICES	0200	0041	0409	40,000.	0.
1020	CONTRACTING AND PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0414	2,000.	0.
1020	CONTRACTING AND PROCUREMENT	NON-PERSONNEL SERVICES	0200	0040	0425	1,605.	0.
			0200 Total			310,493.86	65,757.38
1020 Total						1,974,647.89	519,657.44
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0011	0111	816,145.61	230,002.69
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0012	0125	144,434.24	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0013	0129	0.	122.04
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0013	0131	0.	15.52
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0015	0133	0.	5,455.72
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0013	0134	0.	14,194.54
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0141	0.	149.61
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0142	0.	17,315.8
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0147	232,460.3	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0148	0.	12,849.69
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0152	0.	1,539.27
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0154	0.	219.93
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0155	0.	721.8
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0157	0.	263.34
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0158	0.	3,262.78
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0159	0.	9,233.99
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0100	0014	0161	0.	742.94
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0304	1,974.	465.01
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0305	458,692.	68,109.28
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0307	31,534.	9,190.53
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0031	0308	1,000,835.56	55,189.97
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0032	0309	6,805,313.	2,147,083.49
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0035	0310	372,089.	23,579.48
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0330	34,390.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0033	0430	60,641.	13,078.4
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0100	0034	0440	936,256.11	170,818.35
			0100 Total			10,894,764.82	2,783,604.17
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0011	0111	298,850.66	94,978.38
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0012	0125	42,883.74	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0015	0133	0.	219.47
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0141	0.	42.81
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0142	0.	6,205.64
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0147	82,699.71	0.
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0148	0.	5,743.94
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0154	0.	70.7

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1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0155	0.	283.29
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0157	0.	97.02
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0158	0.	1,343.35
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0159	0.	2,980.99
1030	PROPERTY MANAGEMENT	PERSONNEL SERVICES	0200	0014	0161	0.	330.96
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0020	0201	59,999.99	11,606.46
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0030	0307	14,439.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0031	0308	37,822.63	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0403	20,000.	194.95
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0405	27,160.	1,687.8
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0406	126,181.	13,123.98
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0041	0409	463,831.66	57,321.66
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0411	1,500.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0416	22,879.	327.82
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0034	0440	382,554.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0701	100,000.	0.
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0702	385,000.	37,822.63
1030	PROPERTY MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0706	99,999.6	58,810.58
			0200 Total			2,165,800.99	293,192.43
1030 Total						13,060,565.81	3,076,796.6
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0011	0111	1,366,769.12	350,105.15
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0013	0134	0.	1,461.2
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0141	0.	219.54
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0142	0.	37,844.2
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0147	330,758.13	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0148	0.	17,780.61
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0152	0.	1,700.93
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0154	0.	277.34
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0155	0.	956.55
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0157	0.	231.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0158	0.	4,517.36
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0159	0.	16,290.25
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0100	0014	0161	0.	1,829.84
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0100	0040	0404	0.	0.
			0100 Total			1,697,527.25	433,213.97
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0011	0111	1,019,303.53	245,722.99
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0012	0125	37,312.17	24,507.97
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0015	0133	0.	1,768.16
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0141	0.	130.18
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0142	0.	29,132.68
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0147	255,701.	0.
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0148	0.	16,156.96
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0154	0.	216.93
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0155	0.	745.08
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0157	0.	318.78
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0158	0.	3,778.63
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0159	0.	12,867.19
1040	INFORMATION TECHNOLOGY	PERSONNEL SERVICES	0200	0014	0161	0.	1,573.08

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1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0020	0201	10,000.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0020	0219	50,000.	10,495.06
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0401	0.	102.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0408	3,139.88	625.31
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0041	0417	3,361,501.69	504,208.64
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0425	100,000.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0441	25,000.	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0442	2,037,042.62	59,616.82
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0040	0494	825,774.05	177,909.55
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0070	0706	100,422.32	0.
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0070	0710	270,160.	142,877.62
1040	INFORMATION TECHNOLOGY	NON-PERSONNEL SERVICES	0200	0070	0711	41,496.83	31,177.7
			0200 Total			8,136,854.09	1,263,931.33
1040 Total						9,834,381.34	1,697,145.3
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0011	0111	1,321,296.39	372,274.5
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	272.22
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	30,774.94
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0147	319,753.73	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	19,117.44
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0152	0.	3,666.88
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	283.5
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	931.35
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0157	0.	323.4
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	5,226.31
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	15,601.91
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	1,865.88
			0100 Total			1,641,050.12	450,338.33
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0011	0111	146,718.15	39,410.84
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0141	0.	11.4
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0142	0.	2,938.53
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0147	29,221.7	0.
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0148	0.	1,325.81
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0152	0.	1,229.52
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0154	0.	28.28
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0155	0.	97.02
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0157	0.	64.68
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0158	0.	310.07
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0159	0.	1,092.34
1050	FINANCIAL OPERATIONS	PERSONNEL SERVICES	0200	0014	0161	0.	73.99
1050	FINANCIAL OPERATIONS	NON-PERSONNEL SERVICES	0200	0020	0201	7,000.	15.85
1050	FINANCIAL OPERATIONS	NON-PERSONNEL SERVICES	0200	0041	0409	577,000.	73,457.4
						759,939.85	120,055.73
1050 Total						2,400,989.97	570,394.06
1055	RISK MANAGEMENT	PERSONNEL SERVICES	0100	0011	0111	97,243.83	27,414.7
1055	RISK MANAGEMENT	PERSONNEL SERVICES	0100	0014	0141	0.	14.21
1055	RISK MANAGEMENT	PERSONNEL SERVICES	0100	0014	0147	23,533.	0.
1055	RISK MANAGEMENT	PERSONNEL SERVICES	0100	0014	0148	0.	1,643.67
1055	RISK MANAGEMENT	PERSONNEL SERVICES	0100	0014	0154	0.	23.59

Program Code 3	Program 3 Description	GAAP Category Title	Approp Fund	CSG	Agy Object	FY 2018 Revised Budget	YTD Expenditures
1055	RISK MANAGEMENT	PERSONNEL SERVICES	0100	0014	0155	0.	89.25
1055	RISK MANAGEMENT	PERSONNEL SERVICES	0100	0014	0158	0.	384.4
1055	RISK MANAGEMENT	PERSONNEL SERVICES	0100	0014	0159	0.	1,370.74
		0100 Total				120,776.83	30,940.56
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0200	0020	0201	2,750.	0.
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0200	0041	0409	6,500.	2,579.54
1055	RISK MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0702	3,200.	0.
						12,450.	2,579.54
1055 Total						133,226.83	33,520.1
1060	LEGAL	PERSONNEL SERVICES	0100	0011	0111	1,059,992.3	294,329.78
1060	LEGAL	PERSONNEL SERVICES	0100	0012	0126	46,561.01	4,431.96
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0141	0.	155.87
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0142	0.	18,758.21
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0147	267,785.92	0.
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0148	0.	13,198.02
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0154	0.	178.15
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0155	0.	627.69
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0158	0.	4,173.06
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0159	0.	13,932.29
1060	LEGAL	PERSONNEL SERVICES	0100	0014	0161	0.	1,120.11
		0100 Total				1,374,339.23	350,905.14
1060	LEGAL	PERSONNEL SERVICES	0200	0011	0111	0.	14,342.19
1060	LEGAL	PERSONNEL SERVICES	0200	0012	0125	50,822.23	0.
1060	LEGAL	PERSONNEL SERVICES	0200	0013	0128	0.	1,320.
1060	LEGAL	PERSONNEL SERVICES	0200	0015	0133	0.	128.06
1060	LEGAL	PERSONNEL SERVICES	0200	0013	0136	0.	56.91
1060	LEGAL	PERSONNEL SERVICES	0200	0014	0141	0.	8.47
1060	LEGAL	PERSONNEL SERVICES	0200	0014	0147	12,298.98	0.
1060	LEGAL	PERSONNEL SERVICES	0200	0014	0148	0.	982.52
1060	LEGAL	PERSONNEL SERVICES	0200	0014	0154	0.	14.14
1060	LEGAL	PERSONNEL SERVICES	0200	0014	0155	0.	48.51
1060	LEGAL	PERSONNEL SERVICES	0200	0014	0157	0.	32.34
1060	LEGAL	PERSONNEL SERVICES	0200	0014	0158	0.	229.79
1060	LEGAL	NON-PERSONNEL SERVICES	0200	0020	0201	1,500.	0.
1060	LEGAL	NON-PERSONNEL SERVICES	0200	0040	0401	2,600.	0.
1060	LEGAL	NON-PERSONNEL SERVICES	0200	0041	0409	163,113.	0.
1060	LEGAL	NON-PERSONNEL SERVICES	0200	0040	0425	2,150.	0.
		0200 Total				232,484.21	17,162.93
1060 Total						1,606,823.44	368,068.07
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0030	0301	82,984.	6,204.37
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0100	0040	0404	387,017.19	83,384.38
		0100 Total				470,001.19	89,588.75
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0403	171,964.85	19,282.4
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0404	36,515.8	0.
1070	FLEET MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0407	114,811.59	0.
		0200 Total				323,292.24	19,282.4
1070 Total						793,293.43	108,871.15
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0011	0111	276,732.04	78,939.17

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1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	41.03
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	6,907.18
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0147	66,969.15	0.
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	4,326.71
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	50.82
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	165.9
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0157	0.	64.68
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	1,077.44
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	3,946.92
1080	COMMUNICATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	368.41
		0100 Total				343,701.19	95,888.26
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0020	0201	1,000.	717.24
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0040	0401	1,300.	0.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0040	0408	0.	1,750.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0040	0410	1,600.	791.65
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0040	0411	10,000.	0.
1080	COMMUNICATIONS	NON-PERSONNEL SERVICES	0200	0070	0702	500.	1,354.85
		0200 Total				14,400.	4,613.74
1080 Total						358,101.19	100,502.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0200	0020	0201	600.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0200	0040	0411	650.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0200	0070	0702	1,206.92	0.
		0200 Total				2,456.92	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0020	0201	4,700.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0020	0205	1,300.	416.66
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0040	0408	2,000.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0041	0409	3,092.37	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0040	0411	9,117.	4,950.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0040	0425	500.	0.
1085	CUSTOMER SERVICE	NON-PERSONNEL SERVICES	0450	0050	0501	11,604.19	0.
		0450 Total				32,313.56	5,366.66
1085 Total						34,770.48	5,366.66
1087	LANGUAGE ACCESS	NON-PERSONNEL SERVICES	0200	0040	0408	10,000.	0.
1087	LANGUAGE ACCESS	NON-PERSONNEL SERVICES	0200	0041	0409	95,000.	9,209.98
1087	LANGUAGE ACCESS	NON-PERSONNEL SERVICES	0200	0070	0711	30,000.	0.
		0200 Total				135,000.	9,209.98
1087 Total						135,000.	9,209.98
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0011	0111	686,538.51	189,841.22
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0013	0135	0.	270.56
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0141	0.	93.07
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0142	0.	12,756.11
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0147	159,142.3	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0148	0.	8,983.47
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0154	0.	116.62
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0155	0.	391.53
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0157	0.	101.64
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0158	0.	2,656.23
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0159	0.	7,378.57

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1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0100	0014	0161	0.	620.92
			0100 Total			845,680.81	223,209.94
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0011	0111	339,465.25	92,418.21
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0012	0125	81,772.83	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0015	0133	0.	350.88
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0141	0.	51.14
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0142	0.	12,185.62
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0147	101,939.62	0.
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0148	0.	4,963.16
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0154	0.	89.1
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0155	0.	292.29
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0157	0.	92.4
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0158	0.	1,263.18
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0159	0.	3,319.4
1090	PERFORMANCE MANAGEMENT	PERSONNEL SERVICES	0200	0014	0161	0.	620.29
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0200	0020	0201	9,749.63	932.18
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0401	13,250.	0.
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0200	0040	0408	16,000.	0.
1090	PERFORMANCE MANAGEMENT	NON-PERSONNEL SERVICES	0200	0041	0409	25,000.	0.
			0200 Total			587,177.33	116,577.85
1090 Total						1,432,858.14	339,787.79
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0011	0111	637,322.44	117,614.4
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0141	0.	64.75
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0142	0.	9,382.18
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0147	154,232.02	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0148	0.	6,877.61
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0154	0.	100.99
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0155	0.	297.15
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0157	0.	138.6
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0158	0.	1,608.48
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0159	0.	5,880.69
1099	COURT SUPERVISION	PERSONNEL SERVICES	0100	0014	0161	0.	494.11
			0100 Total			791,554.46	142,458.96
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0011	0111	65,982.75	20,756.16
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0141	0.	10.9
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0142	0.	1,573.67
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0147	15,967.82	0.
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0148	0.	1,254.36
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0154	0.	14.14
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0155	0.	48.51
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0157	0.	32.34
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0158	0.	293.36
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0159	0.	1,037.79
1099	COURT SUPERVISION	PERSONNEL SERVICES	0200	0014	0161	0.	86.27
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0200	0020	0201	2,500.	0.
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0200	0040	0408	670,496.63	128,571.75
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0200	0070	0701	0.	599.
1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0200	0070	0702	0.	0.

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1099	COURT SUPERVISION	NON-PERSONNEL SERVICES	0200	0070	0711	20,680.	0.
			0200 Total			775,627.2	154,278.25
1099 Total						1,567,181.66	296,737.21
2012	PERMANENCY	PERSONNEL SERVICES	0100	0011	0111	5,857,033.48	1,582,405.14
2012	PERMANENCY	PERSONNEL SERVICES	0100	0012	0125	83,417.82	20,483.6
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0128	0.	192.
2012	PERMANENCY	PERSONNEL SERVICES	0100	0015	0133	252,196.79	12,362.08
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0134	0.	9,995.37
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0135	0.	297.28
2012	PERMANENCY	PERSONNEL SERVICES	0100	0013	0136	0.	3,515.18
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0141	0.	877.45
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0142	0.	172,288.9
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0147	1,437,589.23	0.
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0148	0.	93,571.59
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0152	0.	3,306.73
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0154	0.	1,389.54
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0155	0.	4,671.03
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0157	0.	1,921.92
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0158	0.	22,212.06
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0159	0.	68,997.49
2012	PERMANENCY	PERSONNEL SERVICES	0100	0014	0161	0.	8,783.83
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0050	0501	550,957.59	22,368.27
2012	PERMANENCY	NON-PERSONNEL SERVICES	0100	0050	0507	125,000.	73,046.66
			0100 Total			8,306,194.91	2,102,686.12
2012	PERMANENCY	PERSONNEL SERVICES	0200	0011	0111	1,420,819.62	369,758.03
2012	PERMANENCY	PERSONNEL SERVICES	0200	0015	0133	162,990.89	2,120.14
2012	PERMANENCY	PERSONNEL SERVICES	0200	0013	0134	0.	2,268.65
2012	PERMANENCY	PERSONNEL SERVICES	0200	0013	0136	0.	729.96
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0141	0.	195.34
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0142	0.	40,103.92
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0147	343,838.38	0.
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0148	0.	22,192.88
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0154	0.	335.07
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0155	0.	1,193.28
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0157	0.	420.42
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0158	0.	5,190.29
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0159	0.	15,941.08
2012	PERMANENCY	PERSONNEL SERVICES	0200	0014	0161	0.	2,129.48
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0020	0201	7,500.	2,136.04
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0041	0409	372,500.	12,094.59
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0040	0425	40,000.	400.
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0050	0501	400,000.	0.
2012	PERMANENCY	NON-PERSONNEL SERVICES	0200	0070	0702	500.	0.
			0200 Total			2,748,148.89	477,209.17
2012 Total						11,054,343.8	2,579,895.29
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0011	0111	2,852,238.93	713,022.68
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0013	0128	0.	996.
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0013	0131	0.	0.

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2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0015	0133	0.	3,266.48
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0013	0134	0.	7,589.18
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0141	0.	370.63
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0142	0.	69,329.9
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0147	704,415.59	0.
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0148	0.	43,694.69
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0154	0.	606.3
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0155	0.	2,117.16
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0157	0.	850.08
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0158	0.	10,493.96
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0159	0.	35,426.66
2030	TEEN SERVICES	PERSONNEL SERVICES	0100	0014	0161	0.	3,982.18
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0100	0050	0501	0.	312.5
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0100	0050	0502	150,000.	0.
			0100 Total			3,706,654.52	892,058.4
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0011	0111	433,590.52	120,220.39
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0015	0133	0.	583.53
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0141	0.	63.13
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0142	0.	16,963.38
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0147	104,928.91	0.
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0148	0.	7,048.44
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0154	0.	128.94
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0155	0.	413.28
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0157	0.	189.42
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0158	0.	1,648.45
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0159	0.	6,010.96
2030	TEEN SERVICES	PERSONNEL SERVICES	0200	0014	0161	0.	897.56
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0020	0201	14,625.	3,172.91
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0040	0401	5,000.	0.
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0040	0402	11,666.	7,375.49
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0040	0408	5,000.	0.
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0041	0409	46,164.	2,672.
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0040	0411	6,000.	0.
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0050	0501	1,195,916.57	76,150.31
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0050	0502	0.	506.49
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0050	0507	142,156.94	124,497.67
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0070	0701	0.	0.
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0070	0702	14,000.	0.
2030	TEEN SERVICES	NON-PERSONNEL SERVICES	0200	0070	0706	0.	0.
			0200 Total			1,979,047.94	368,542.35
2030 Total						5,685,702.46	1,260,600.75
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0011	0111	1,566,931.82	443,882.68
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0013	0128	0.	348.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0015	0133	0.	291.72
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0141	0.	231.26
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0142	0.	36,868.02
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0147	379,197.5	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0148	0.	26,780.15

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2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0154	0.	324.87
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0155	0.	1,097.25
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0157	0.	420.42
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0158	0.	6,292.65
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0159	0.	21,286.53
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0100	0014	0161	0.	2,031.47
			0100 Total			1,946,129.32	539,855.02
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0011	0111	324,189.86	90,218.81
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0141	0.	46.97
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0142	0.	7,775.95
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0147	78,453.94	0.
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0148	0.	5,450.27
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0154	0.	74.41
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0155	0.	255.15
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0157	0.	129.36
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0158	0.	1,274.65
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0159	0.	4,510.94
2045	FAMILY RESOURCES	PERSONNEL SERVICES	0200	0014	0161	0.	414.75
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0200	0020	0201	2,500.	0.
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0200	0041	0409	261,004.	46,590.
2045	FAMILY RESOURCES	NON-PERSONNEL SERVICES	0200	0040	0411	7,500.	0.
			0200 Total			673,647.8	156,741.26
2045 Total						2,619,777.12	696,596.28
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0011	0111	840,018.73	235,664.74
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0141	0.	109.85
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0142	0.	19,255.74
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0147	203,284.53	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0148	0.	12,405.87
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0152	0.	1,745.45
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0154	0.	204.4
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0155	0.	640.29
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0157	0.	291.06
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0158	0.	2,901.37
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0159	0.	10,536.56
2055	FAMILY LICENSING	PERSONNEL SERVICES	0100	0014	0161	0.	1,027.11
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0100	0050	0501	200,000.	145,000.
			0100 Total			1,243,303.26	429,782.44
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0011	0111	296,705.14	70,464.55
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0013	0134	0.	10,034.87
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0141	0.	25.85
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0142	0.	12,036.69
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0147	71,802.64	0.
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0148	0.	4,566.93
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0154	0.	71.43
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0155	0.	265.26
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0157	0.	46.2
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0158	0.	1,068.07
2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0159	0.	3,523.21

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2055	FAMILY LICENSING	PERSONNEL SERVICES	0200	0014	0161	0.	642.01
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0200	0020	0201	4,500.	0.
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0200	0040	0408	50,000.	0.
2055	FAMILY LICENSING	NON-PERSONNEL SERVICES	0200	0041	0409	840,421.	168,080.7
			0200 Total			1,263,428.78	270,825.77
2055 Total						2,506,732.04	700,608.21
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0011	0111	1,334,193.35	350,323.56
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0015	0133	0.	6,375.85
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0013	0134	0.	3,318.05
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0141	0.	171.32
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0142	0.	37,552.95
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0147	322,874.78	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0148	0.	21,614.89
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0154	0.	263.06
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0155	0.	943.95
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0157	0.	346.5
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0158	0.	5,241.59
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0159	0.	16,688.31
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0014	0161	0.	2,002.95
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0100	0013	0174	0.	18,181.1
			0100 Total			1,657,068.13	463,024.08
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0011	0111	643,891.22	157,042.06
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0141	0.	93.3
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0142	0.	18,071.02
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0147	155,821.68	0.
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0148	0.	8,108.49
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0152	0.	1,132.88
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0154	0.	142.18
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0155	0.	525.81
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0157	0.	161.7
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0158	0.	2,122.39
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0159	0.	7,042.95
2065	CONTRACT MONITORING	PERSONNEL SERVICES	0200	0014	0161	0.	900.36
2065	CONTRACT MONITORING	NON-PERSONNEL SERVICES	0200	0020	0201	7,000.	0.
			0200 Total			806,712.9	195,343.14
2065 Total						2,463,781.03	658,367.22
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0011	0111	2,645,400.19	701,885.32
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0012	0125	0.	15,057.82
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0128	0.	1,425.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0129	0.	48,316.6
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0015	0133	0.	21,693.67
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0134	0.	15,479.59
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0141	0.	370.08
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0142	0.	91,894.55
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0147	640,186.86	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0148	0.	46,295.53
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0152	0.	1,611.89
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0154	0.	645.12

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2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0155	0.	2,279.67
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0157	0.	743.82
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0158	0.	10,908.09
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0159	0.	35,182.33
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0014	0161	0.	4,950.04
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0100	0013	0174	193,631.7	0.
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0100	0050	0501	30,928,270.73	8,848,156.1
			0100 Total			34,407,489.48	9,846,895.22
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0011	0111	945,115.88	231,029.84
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0013	0129	0.	13,189.71
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0015	0133	0.	3,154.54
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0141	0.	145.82
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0142	0.	20,697.95
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0147	228,718.04	0.
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0148	0.	13,133.55
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0152	0.	1,834.49
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0154	0.	180.81
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0155	0.	558.81
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0157	0.	226.38
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0158	0.	3,451.54
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0159	0.	10,241.13
2066	CHILD PLACEMENT	PERSONNEL SERVICES	0200	0014	0161	0.	926.38
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0200	0020	0201	7,500.	3,462.9
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0200	0040	0415	0.	718.04
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0200	0040	0425	50,000.	9,400.
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0200	0050	0501	18,017,384.61	8,750.
			0200 Total			19,248,718.53	321,101.89
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0600	0050	0501	1,000,000.	300,000.
			0600 Total			1,000,000.	300,000.
2066	CHILD PLACEMENT	NON-PERSONNEL SERVICES	0700	0050	0501	935,816.7	0.
			0700 Total			935,816.7	0.
2066 Total						55,592,024.71	10,467,997.11
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0011	0111	2,420,772.26	631,250.01
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0013	0129	0.	22,853.65
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0015	0133	0.	32,862.38
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0013	0135	0.	973.37
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0141	0.	317.94
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0142	0.	85,869.42
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0147	585,826.88	0.
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0148	0.	40,484.69
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0154	0.	561.74
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0155	0.	1,976.31
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0157	0.	748.44
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0158	0.	9,468.2
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0159	0.	31,562.9
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0100	0014	0161	0.	4,590.22
			0100 Total			3,006,599.14	863,519.27
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0011	0111	55,877.5	15,675.45

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2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0015	0133	0.	776.77
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0141	0.	8.33
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0142	0.	1,778.42
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0147	13,522.35	0.
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0148	0.	983.29
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0154	0.	23.59
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0155	0.	89.25
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0157	0.	32.34
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0158	0.	229.96
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0159	0.	783.79
2067	KINSHIP SUPPORT	PERSONNEL SERVICES	0200	0014	0161	0.	94.85
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0020	0201	5,000.	0.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0040	0402	35,000.	0.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0040	0408	0.	0.
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0041	0409	200,500.	1,445.6
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0050	0501	150,000.	409.21
2067	KINSHIP SUPPORT	NON-PERSONNEL SERVICES	0200	0070	0702	1,309.	0.
			0200 Total			461,208.85	22,330.85
2067 Total						3,467,807.99	885,850.12
3020		NON-PERSONNEL SERVICES	0450	0020	0201	1,178.36	0.
			0450 Total			1,178.36	0.
3020 Total						1,178.36	0.
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0011	0111	4,241,986.39	1,144,430.76
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0128	0.	47,079.
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0131	0.	-192.
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0015	0133	0.	31,386.1
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0134	0.	19,189.7
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0135	0.	4,381.29
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0136	0.	3,705.46
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0141	0.	-6.95
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0142	0.	111,384.49
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0147	1,026,560.72	0.
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0148	0.	74,167.96
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0154	0.	1,040.28
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0155	0.	3,503.91
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0157	0.	1,422.96
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0158	0.	17,387.71
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0159	0.	53,588.27
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0014	0161	0.	5,964.64
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0100	0013	0174	0.	16,262.4
3086	CPS - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0100	0050	0501	255,000.	42,913.14
			0100 Total			5,523,547.11	1,577,609.12
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0011	0111	890,329.79	235,019.54
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0013	0128	0.	11,595.
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0013	0131	0.	63.78
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0015	0133	0.	6,747.2
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0013	0135	0.	1,719.35
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0013	0136	0.	1,143.61

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3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0141	0.	98.96
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0142	0.	25,729.8
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0147	215,459.82	0.
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0148	0.	15,090.17
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0154	0.	193.66
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0155	0.	648.48
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0157	0.	272.58
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0158	0.	3,529.15
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0159	0.	10,046.58
3086	CPS - FAMILY ASSESSMENT	PERSONNEL SERVICES	0200	0014	0161	0.	1,399.05
3086	CPS - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0200	0020	0201	4,000.	82.21
3086	CPS - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0200	0041	0409	18,000.	0.
3086	CPS - FAMILY ASSESSMENT	NON-PERSONNEL SERVICES	0200	0050	0501	0.	0.
			0200 Total			1,127,789.61	313,379.12
3086 Total						6,651,336.72	1,890,988.24
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0011	0111	7,100,066.32	1,943,475.01
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0012	0121	89,849.45	0.
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0012	0125	0.	11,405.19
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0128	0.	87,926.25
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0131	0.	38,095.71
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0015	0133	0.	187,379.91
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0135	0.	32,968.78
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0136	0.	23,707.6
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	1,028.16
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	227,140.91
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0147	1,739,959.66	0.
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	138,106.85
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	1,664.19
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	5,822.58
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0157	0.	2,467.08
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	32,372.3
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	88,589.65
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	12,167.89
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0100	0013	0174	60,721.84	0.
3087	CPS - INVESTIGATIONS	NON-PERSONNEL SERVICES	0100	0050	0501	1,150,000.	575,000.
			0100 Total			10,140,597.27	3,409,318.06
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0011	0111	1,780,047.56	477,833.14
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0128	0.	16,995.
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0131	0.	6,732.36
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0015	0133	365,188.33	35,490.94
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0134	0.	2,268.65
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0135	0.	6,595.02
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0136	0.	3,796.25
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0141	0.	213.97
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0142	0.	48,765.16
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0147	430,771.49	0.
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0148	0.	31,197.87
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0152	0.	1,045.24

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3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0154	0.	382.15
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0155	0.	1,323.84
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0157	0.	415.8
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0158	0.	7,484.46
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0159	0.	21,031.61
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0014	0161	0.	2,678.29
3087	CPS - INVESTIGATIONS	PERSONNEL SERVICES	0200	0013	0174	132,909.86	0.
3087	CPS - INVESTIGATIONS	NON-PERSONNEL SERVICES	0200	0020	0201	6,500.	0.
			0200 Total			2,715,417.24	664,249.75
3087 Total						12,856,014.51	4,073,567.81
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0041	0409	0.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0050	0501	987,801.69	451,172.97
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0100	0050	0503	181,212.87	0.
			0100 Total			1,169,014.56	451,172.97
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0020	0201	9,200.	3,438.37
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0020	0203	15,529.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0040	0408	2,000.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0041	0409	48,816.	-77.07
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0050	0501	562,198.31	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0050	0502	1,017,600.	0.
3090	CLINICAL HEALTH SERVICES	NON-PERSONNEL SERVICES	0200	0070	0702	7,126.56	0.
			0200 Total			1,662,469.87	3,361.3
3090 Total						2,831,484.43	454,534.27
3091	NURSE CARE MANAGEMENT	NON-PERSONNEL SERVICES	0100	0050	0501	110,000.	0.
			0100 Total			110,000.	0.
3091	NURSE CARE MANAGEMENT	NON-PERSONNEL SERVICES	0200	0041	0409	15,000.	0.
3091	NURSE CARE MANAGEMENT	NON-PERSONNEL SERVICES	0200	0070	0702	0.	949.95
			0200 Total			15,000.	949.95
3091 Total						125,000.	949.95
3092	HEALTHY HORIZON'S CLINIC	NON-PERSONNEL SERVICES	0200	0041	0409	1,135,196.1	174,610.53
			0200 Total			1,135,196.1	174,610.53
3092	HEALTHY HORIZON'S CLINIC	NON-PERSONNEL SERVICES	0700	0041	0409	200,000.	0.
			0700 Total			200,000.	0.
3092 Total						1,335,196.1	174,610.53
4010	ADOPTIONS SUBSIDY	NON-PERSONNEL SERVICES	0100	0050	0501	8,842,368.29	2,630,970.36
			0100 Total			8,842,368.29	2,630,970.36
4010	ADOPTIONS SUBSIDY	NON-PERSONNEL SERVICES	0200	0041	0409	232,129.	3,988.
4010	ADOPTIONS SUBSIDY	NON-PERSONNEL SERVICES	0200	0050	0501	10,092,680.	3,340,982.36
			0200 Total			10,324,809.	3,344,970.36
4010 Total						19,167,177.29	5,975,940.72
4011	GUARDIANSHIP SUBSIDY	NON-PERSONNEL SERVICES	0100	0050	0501	9,231,093.72	1,713,830.48
			0100 Total			9,231,093.72	1,713,830.48
4011	GUARDIANSHIP SUBSIDY	NON-PERSONNEL SERVICES	0200	0050	0501	2,600,000.	1,713,830.5
			0200 Total			2,600,000.	1,713,830.5
4011 Total						11,831,093.72	3,427,660.98
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0100	0050	0501	5,836,717.8	1,427,513.04
			0100 Total			5,836,717.8	1,427,513.04
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0200	0020	0201	3,500.	0.

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4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0200	0040	0408	2,299.94	0.
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0200	0041	0409	89,000.	17,492.1
4012	GRANDPARENT SUBSIDY	NON-PERSONNEL SERVICES	0200	0040	0411	700.	0.
			0200 Total			95,499.94	17,492.1
4012 Total						5,932,217.74	1,445,005.14
6010	POLICY	PERSONNEL SERVICES	0100	0013	0174	193,631.7	0.
6010	POLICY	NON-PERSONNEL SERVICES	0100	0050	0501	853,374.31	80,000.
			0100 Total			1,047,006.01	80,000.
6010	POLICY	NON-PERSONNEL SERVICES	0200	0020	0201	13,075.64	65.1
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0401	0.	0.
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0402	0.	1,101.42
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0408	595,473.54	52,230.
6010	POLICY	NON-PERSONNEL SERVICES	0200	0041	0409	354,741.86	37,284.1
6010	POLICY	NON-PERSONNEL SERVICES	0200	0040	0411	2,079.	0.
6010	POLICY	NON-PERSONNEL SERVICES	0200	0070	0701	30,000.	0.
			0200 Total			995,370.04	90,680.62
6010	POLICY	NON-PERSONNEL SERVICES	0450	0041	0409	18,000.	0.
			0450 Total			18,000.	0.
6010 Total						2,060,376.05	170,680.62
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0011	0111	2,842,387.55	810,174.4
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0012	0125	150,405.84	11,996.08
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0013	0128	0.	744.
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0015	0133	0.	8,550.17
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0013	0135	0.	582.86
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0141	0.	525.88
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0142	0.	72,878.68
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0147	724,255.98	0.
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0148	0.	42,568.46
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0152	0.	5,526.22
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0154	0.	616.21
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0155	0.	2,178.96
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0157	0.	840.84
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0158	0.	11,473.46
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0159	0.	34,853.19
6020	PLANNING AND DATA ANALYSIS	PERSONNEL SERVICES	0100	0014	0161	0.	3,735.92
			0100 Total			3,717,049.37	1,007,245.33
6020 Total						3,717,049.37	1,007,245.33
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0011	0111	1,210,427.97	352,208.53
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0015	0133	0.	633.84
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0013	0134	0.	5,464.61
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0013	0136	0.	588.46
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0141	0.	169.67
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0142	0.	36,149.84
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0147	292,923.57	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0148	0.	21,922.34
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0154	0.	236.08
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0155	0.	827.82
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0157	0.	323.4

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6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0158	0.	5,286.55
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0159	0.	15,580.1
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0014	0161	0.	1,915.21
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0100	0013	0174	0.	22,385.08
		0100 Total				1,503,351.54	463,691.53
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0011	0111	88,448.28	48,598.35
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0012	0125	83,936.86	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0015	0133	0.	612.71
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0141	0.	25.2
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0142	0.	8,673.84
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0147	41,717.2	0.
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0148	0.	2,849.38
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0154	0.	47.18
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0155	0.	178.5
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0157	0.	64.68
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0158	0.	666.39
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0159	0.	2,429.91
6030	QUALITY ASSURANCE	PERSONNEL SERVICES	0200	0014	0161	0.	462.63
6030	QUALITY ASSURANCE	NON-PERSONNEL SERVICES	0200	0040	0411	2,700.	0.
		0200 Total				216,802.34	64,608.77
6030 Total						1,720,153.88	528,300.3
7020	WELL BEING	PERSONNEL SERVICES	0100	0011	0111	3,967,743.17	1,107,221.03
7020	WELL BEING	PERSONNEL SERVICES	0100	0012	0125	77,608.47	21,755.44
7020	WELL BEING	PERSONNEL SERVICES	0100	0013	0129	0.	10,179.97
7020	WELL BEING	PERSONNEL SERVICES	0100	0015	0133	0.	3,264.11
7020	WELL BEING	PERSONNEL SERVICES	0100	0013	0134	0.	1,015.38
7020	WELL BEING	PERSONNEL SERVICES	0100	0013	0135	0.	388.3
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0141	0.	638.68
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0142	0.	110,491.65
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0147	978,975.08	0.
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0148	0.	63,326.98
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0152	0.	4,015.48
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0154	0.	874.26
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0155	0.	2,922.51
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0157	0.	619.08
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0158	0.	15,785.36
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0159	0.	52,330.07
7020	WELL BEING	PERSONNEL SERVICES	0100	0014	0161	0.	5,669.53
7020	WELL BEING	PERSONNEL SERVICES	0100	0013	0174	193,631.7	12,184.59
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0050	0501	2,794,882.75	286,592.32
7020	WELL BEING	NON-PERSONNEL SERVICES	0100	0050	0507	965,000.	0.
		0100 Total				8,977,841.17	1,699,274.74
7020	WELL BEING	PERSONNEL SERVICES	0200	0011	0111	603,142.44	136,150.67
7020	WELL BEING	PERSONNEL SERVICES	0200	0012	0125	0.	16,555.25
7020	WELL BEING	PERSONNEL SERVICES	0200	0013	0129	0.	8,404.6
7020	WELL BEING	PERSONNEL SERVICES	0200	0015	0133	0.	2,725.78
7020	WELL BEING	PERSONNEL SERVICES	0200	0013	0134	0.	6,169.54
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0141	0.	80.36

Program Code 3	Program 3 Description	GAAP Category Title	Approp Fund	CSG	Agy Object	FY 2018 Revised Budget	YTD Expenditures
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0142	0.	18,012.71
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0147	145,960.46	0.
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0148	0.	11,097.63
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0154	0.	112.46
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0155	0.	385.56
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0157	0.	64.68
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0158	0.	2,595.4
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0159	0.	6,807.59
7020	WELL BEING	PERSONNEL SERVICES	0200	0014	0161	0.	960.79
7020	WELL BEING	PERSONNEL SERVICES	0200	0013	0174	0.	17,627.26
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0020	0201	6,437.07	563.5
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0040	0408	24,631.3	0.
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0041	0409	1,124,803.62	59,373.09
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0050	0501	590,420.08	0.
7020	WELL BEING	NON-PERSONNEL SERVICES	0200	0040	4080	0.	500.
			0200 Total			2,495,394.97	288,186.87
7020	WELL BEING	NON-PERSONNEL SERVICES	0700	0041	0409	193,294.04	0.
			0700 Total			193,294.04	0.
7020 Total						11,666,530.18	1,987,461.61
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0011	0111	1,423,230.74	368,756.18
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0012	0125	0.	17,765.75
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0015	0133	0.	295.36
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0141	0.	202.53
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0142	0.	38,006.8
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0147	344,421.85	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0148	0.	21,665.39
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0154	0.	284.97
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0155	0.	1,038.9
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0157	0.	318.78
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0158	0.	5,397.5
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0159	0.	17,919.17
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0014	0161	0.	2,020.05
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0100	0013	0174	193,631.7	0.
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0100	0050	0501	1,897,000.	251,852.
			0100 Total			3,858,284.29	725,523.38
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0011	0111	92,959.7	47,440.37
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0012	0125	85,942.36	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0141	0.	26.25
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0142	0.	6,312.18
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0147	43,294.29	0.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0148	0.	2,707.52
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0154	0.	37.73
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0155	0.	130.83
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0157	0.	32.34
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0158	0.	633.22
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0159	0.	2,372.
8010	COMMUNITY PARTNERSHIP SERVICES	PERSONNEL SERVICES	0200	0014	0161	0.	336.7
8010	COMMUNITY PARTNERSHIP SERVICES	NON-PERSONNEL SERVICES	0200	0020	0201	9,450.	0.

Program Code 3	Program 3 Description	GAAP Category Title	Approp Fund	CSG	Agy Object	FY 2018 Revised Budget	YTD Expenditures
			0200 Total			231,646.35	60,029.14
8010 Total						4,089,930.64	785,552.52
8020	IN HOME	PERSONNEL SERVICES	0100	0011	0111	3,866,374.99	1,016,812.75
8020	IN HOME	PERSONNEL SERVICES	0100	0015	0133	365,188.33	9,219.27
8020	IN HOME	PERSONNEL SERVICES	0100	0013	0135	0.	164.48
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0141	0.	593.44
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0142	0.	122,935.78
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0147	935,662.76	0.
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0148	0.	58,237.16
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0152	0.	2,769.48
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0154	0.	915.01
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0155	0.	3,168.51
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0157	0.	1,233.54
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0158	0.	13,650.35
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0159	0.	46,129.96
8020	IN HOME	PERSONNEL SERVICES	0100	0014	0161	0.	6,482.07
8020	IN HOME	NON-PERSONNEL SERVICES	0100	0050	0501	30,000.	0.
8020	IN HOME	NON-PERSONNEL SERVICES	0100	0050	0507	140,000.	41,155.5
			0100 Total			5,337,226.08	1,323,467.3
8020	IN HOME	PERSONNEL SERVICES	0200	0011	0111	1,263,762.83	351,850.69
8020	IN HOME	PERSONNEL SERVICES	0200	0012	0125	0.	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0015	0133	0.	2,821.8
8020	IN HOME	PERSONNEL SERVICES	0200	0013	0135	0.	252.73
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0141	0.	162.02
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0142	0.	47,264.25
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0147	305,830.6	0.
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0148	0.	20,836.95
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0154	0.	318.72
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0155	0.	1,135.89
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0157	0.	517.44
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0158	0.	4,915.16
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0159	0.	16,257.39
8020	IN HOME	PERSONNEL SERVICES	0200	0014	0161	0.	2,721.18
8020	IN HOME	NON-PERSONNEL SERVICES	0200	0020	0201	10,000.	1,814.9
8020	IN HOME	NON-PERSONNEL SERVICES	0200	0040	0425	25,000.	0.
8020	IN HOME	NON-PERSONNEL SERVICES	0200	0050	0501	400,000.	1,330.34
8020	IN HOME	NON-PERSONNEL SERVICES	0200	0070	0702	5,000.	0.
			0200 Total			2,009,593.43	452,199.46
8020 Total						7,346,819.51	1,775,666.76
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0011	0111	278,200.49	80,758.49
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0141	0.	41.86
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0142	0.	9,739.45
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0147	67,324.5	0.
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0148	0.	4,750.67
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0154	0.	60.27
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0155	0.	206.64
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0158	0.	1,111.03
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0159	0.	4,037.97

Program Code 3	Program 3 Description	GAAP Category Title	Approp Fund	CSG	Agy Object	FY 2018 Revised Budget	YTD Expenditures
8030	PREVENTION SERVICES	PERSONNEL SERVICES	0100	0014	0161	0.	522.11
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0100	0050	0501	14,445,735.58	3,011,473.06
			0100 Total			14,791,260.5	3,112,701.55
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0020	0201	5,000.	0.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0040	0402	5,000.	0.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0040	0408	3,665.	0.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0041	0409	1,088,080.84	11,507.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0040	0411	4,629.37	0.
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0200	0050	0501	5,564,822.55	446,207.71
			0200 Total			6,671,197.76	457,714.71
8030	PREVENTION SERVICES	NON-PERSONNEL SERVICES	0700	0041	0409	323,351.66	0.
			0700 Total			323,351.66	0.
8030 Total						21,785,809.92	3,570,416.26
9221		NON-PERSONNEL SERVICES	0100	0040	0410	0.	0.
			0100 Total			0.	0.
9221 Total						0.	0.
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0011	0111	311,680.73	86,963.54
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	31.55
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	8,635.13
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0147	75,426.73	0.
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	5,080.31
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	50.82
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	206.64
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	1,188.13
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	3,037.88
110F	AGENCY BUDGET OPERATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	460.6
			0100 Total			387,107.46	105,654.6
110F Total						387,107.46	105,654.6
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0011	0111	1,100,039.27	311,922.32
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0141	0.	197.24
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0142	0.	24,132.38
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0147	259,036.05	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0148	0.	13,662.85
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0152	0.	1,656.41
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0154	0.	240.98
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0155	0.	825.99
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0157	0.	97.02
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0158	0.	4,022.33
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0159	0.	14,413.12
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0014	0161	0.	1,204.44
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0100	0013	0174	193,631.7	0.
			0100 Total			1,552,707.02	372,375.08
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0011	0111	378,577.67	92,597.88
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0141	0.	75.13
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0142	0.	14,948.29
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0147	91,616.4	0.
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0148	0.	4,244.75
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0152	0.	1,238.37

Program Code 3	Program 3 Description	GAAP Category Title	Approp Fund	CSG	Agy Object	FY 2018 Revised Budget	YTD Expenditures
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0154	0.	114.8
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0155	0.	385.14
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0157	0.	129.36
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0158	0.	992.72
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0159	0.	3,745.29
120F	AGENCY ACCOUNTING OPERATIONS	PERSONNEL SERVICES	0200	0014	0161	0.	622.93
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0200	0020	0201	15,000.	4,415.11
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0200	0040	0401	7,907.43	0.
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0200	0041	0409	88,846.92	0.
120F	AGENCY ACCOUNTING OPERATIONS	NON-PERSONNEL SERVICES	0200	0070	0702	13,500.	0.
			0200 Total			595,448.42	123,509.77
120F Total						2,148,155.44	495,884.85
RL0 Grand Total - FY 2018						236,520,570.37	53,075,131.52

**data extracted January 30, 2018*

ATTACHMENT Q6 - FY 17 CONTRACTS

a.) Vendor Name	b.) Contract Amount	c.) Funding Source (local, federal, private, special revenue)	d.) Competitive or Sole Source	e.) Contract Purpose - Description of Services	f.) Contract Term Begin	Contract Term End	g.) Contract Deliverables h.) Contract Outcomes	j.) Program and activity Supported by contract	k.) Contract Administrator
Adoptions Together, Inc. (ATI)	\$171,863.25	0100 Local	Competitive	Pre/Post Permanency Services	10/1/2016	12/31/2016	Unusual incidents report, monthly progress report, and quarterly program and inventory reports.	Program Operations	Trantina Waugh
Adoptions Together, Inc. (ATI)	\$8,662.00	Federal	Competitive	Competing Adoptions Petition (MD, DC)	4/3/2017	7/2/2017	The Contractor shall submit the interim report. The Contractor shall submit the Final Report. The Contractor shall conduct a minimum of four face-to-face visits with the applicant (when applicable). The Contractor shall submit a written Progress Report after receiving the Competing Adoption Petition and Order of Reference.	Program Operations	Ransom Washington
Adoptions Together, Inc. (ATI)	\$515,589.69	0100 Local	Competitive	Pre/Post Permanency Services	1/1/2017	9/30/2017	Unusual incidents report, monthly progress report, and quarterly program and inventory reports.	Program Operations/FCRA	Ransom Washington
American Bar Association	\$34,999.00	8200 Federal	Sole Source	Educational Consulting Services	10/1/2016	9/30/2017	Contractor shall provide a monthly report providing updates on the collection of information, data analysis, gaps and recommendations for short term and long term strategies. Contractor shall design a cohesive strategy to ensure education stability and achievement for CFSA youth.	Office of Well Being	Marie Morlius-Black
Analytical	\$202,350.00	Federal	GSA	Data Dashboard	10/1/2016	9/30/2017	Project Plan with phases, milestones, task and schedules for the Dashboard; weekly status briefings; Road Map for future expansion of the dashboard	Office of the Deputy Director for Administration	David Elges
Artisys Corporation	\$132,974.40	Local	DCSS	Programmer & Software Tester	10/1/2016	9/30/2017	Deliverable: Bi-weekly timesheet Non-disclosure agreement	Office of the Deputy Director for Administration	Lori Peterson
Avid Systems	\$153,857.60	Local	DCSS	Crystal Reports XI Developer – Level 3	10/1/2016	9/30/2017	Deliverable: Bi-weekly timesheet Non-disclosure agreement	Office of the Deputy Director for Administration	Lori Peterson
Catholic Charities	\$500,000.00	0100 Local	Competitive	Mobile Crisis Stabilization	11/12/2016	6/11/2017	Mandatory and Unusual Incident Reporting Crisis Plan First Source Requirement Closure Summary Quarterly Expenditure Report	Program Operations	Nichole Cobbs-Stern
Catholic Charities	\$997,347.00	8200 Federal	Competitive	Teen Parent Program	10/1/2016	9/30/2017	Deliverables: - Mandatory and Unusual Incident Reporting - Progress Notes - OYE pre and post assessment - First Source Requirement - Emergency response Plan and training provisions for Emergency response Plan - Quarterly Expenditure Report	Program Operations/ Placement	Ransom Washington
Center for the Study of Social Policy	\$660,127.00	0100 Local	Sole Source	Court Ordered Monitoring	10/1/2016	9/30/2017	Provide ongoing court-ordered independent assessment of the District's progress in complying with the Lashawn A. v Bowser Implementation and Exit Plan. Hold bi-weekly meetings with the CFSA Director to review	Office of Policy, Planning and Program Support	Michele Rosenberg
Collaborative Solutions for Communities	\$2,061,800.00	0100 Local	Sole Source	Community based Child Welfare Services.	10/1/2016	9/30/2017	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
Comprehensive Language Center (Citywide Contract)	\$16,000.00	Federal	Citywide Contact	Translation & Interpretation Services	4/5/2017	8/4/2017	Translation Service Document Translation Medical or Legal Certified Translators Face-to-Face Interpretation Medical or Legal Certified Interpreters Interpretation with technician and equipment up to (6) six earphones , transmitters and receivers Interpretation for Earphones transmitters and receivers.	Office of the Deputy Director for Administration	Renee Bryant

ATTACHMENT Q6 - FY 17 CONTRACTS

a.) Vendor Name	b.) Contract Amount	c.) Funding Source (local, federal, private, special revenue)	d.) Competitive or Sole Source	e.) Contract Purpose - Description of Services	f.) Contract Term Begin	Contract Term End	g.) Contract Deliverables h.) Contract Outcomes	j.) Program and activity Supported by contract	k.) Contract Administrator
Courage, LLC	\$247,248.00	Federal	DCSS	HSA Senior Business Analyst	5/30/2017	9/30/2017	Documentation of a recommended technical solution for developing an integrated, end-to-end application solution that meets federal compliance under the Comprehensive Child Welfare Information System (CCWIS) requirements. Documentation of comprehensive data quality plan for at least one (1) program area to reduce data duplication, integration of similar data elements, and streamline agency practice. Documentation of all non-functional requirements and criteria for new CCWIS application including delivery methodology, high level IT architecture, testing strategy, and business imperatives. This documentation must provide sufficient detail to support the creation and release of an agency's contract and procurement document (i.e. Request for Proposal, Invitation for Bid). Review and presentation of at least three (3) application prototypes that highlight optimized work flows improved data entry, and enhanced graphical interface. Documentation of a recommended solution for supporting a multi-browser application which leverages cloud based platforms and is mobile ready. Implementation of a formal change management process that guides and oversees the development and modular deployment of a new CCWIS application.	Office of the Deputy Director for Administration	Spencer Wilder
Desean Jones	\$44,000.00	0100 Local	Competitive	Peer Parent Counselor Services	11/20/2016	9/30/2017	direct client support services working toward family reunification, attend RED team meetings, Family Team meetings and Case Planning meetings, participate in weekly home visits/and or phone calls. Participate in joint meetings with Child Welfare and Juvenile Court. assist parents with prioritizing goals and case planning requirements	Program Operations	Ann Reilly
Devereux-Georgia	\$903,906.85	893,406.85 DCM 10,500 0100 Local	Sole Source	Psychiatric Residential Treatment	10/1/2016	9/30/2017	Deliverable: - Prepare Comprehensive Discharge Summary - Prepare Monthly Progress Report - Prepare Unusual Incidents Report	Office of Well Being	Kristal Thomas
East River FSC	\$4,607,524.84	0100 Local	Sole Source	Community based Child Welfare Services.	10/1/2016	9/30/2017	Deliverables: Case Management Report (Case Management Services provided to Families) HFTC Collaborative case management activities provided to clients served as per funding by CFSA contract (family-specific) Coordination of Supportive Services Delivery Report (Supportive Services facilitated for Families) Detailed data on service provision requests (referrals); Youth Aftercare Report Client-Specific Data Staffing Report HFTC report on Staffing Array: Vacancies; Personnel Actions Quarterly Expenditures Report Progress on Outcome Measures Data relevant to Outcomes specified in contract Family Preservation (Waiver) Services Report Mid-Year Programmatic Progress Report Annual Report HFTC Collaborative Standard Operating Procedure Building Lease Fire/Safety Evacuation procedure Facility Follow up Report (CFSA co-located locations) 2015-2016 Collaborative Holiday Schedule/Site Specific Office Closure FY 16 ETO predetermined generated reports	Community Partnerships	Ransom Washington
Edgewood/Brookland FSC	\$4,859,479.92	0100 Local	Sole Source	Community based Child Welfare Services.	10/1/2016	9/30/2017	F.3 Deliverables: Case Management Report , Coordination of Supportive Services Delivery Report, Client-Specific Data, Staffing Report, Quarterly Expenditures Report, Progress on Outcome Measures, Family Preservation (Waiver) Services Report, Mid-Year Programmatic Progress Report, HFTC Collaborative standard Operating Procedure, Building Lease, Fire/Safety Evacuation Procedure, Facility Follow up Report (CFSA Co-located locations, 2015-2016 Collaborative Holiday schedule/site Specific Office Closure and FY 16 ETO predetermined generated Reports	Community Partnerships	Ransom Washington
Far Southeast FSC	\$6,626,220.00	8200 Federal/0100 Local	Sole source	Community based Child Welfare Services.	10/1/2016	9/30/2017	Serve as a community Hub in its designated service area that facilitates the provision of the development and delivery of a full array of community resources and supportive services needed by families that comes to the attention of the child welfare system.	Program Operations	Ransom Washington
Frontline Community Services	\$65,748.38	Local	Sole Source	DDS	10/1/2016	10/30/2016	Mandatory and Unusual Incident Reporting Progress Notes First Source Requirement Emergency response Plan and training provisions for Emergency response Plan Quarterly Expenditure Report promote permanency and provide specialized care for developmentally disabled children presenting issues that cannot be served by traditional foster homes, group home or independent living programs	Agency Programs	Ransom Washington

ATTACHMENT Q6 - FY 17 CONTRACTS

a.) Vendor Name	b.) Contract Amount	c.) Funding Source (local, federal, private, special revenue)	d.) Competitive or Sole Source	e.) Contract Purpose - Description of Services	f.) Contract Term Begin	Contract Term End	g.) Contract Deliverables h.) Contract Outcomes	j.) Program and activity Supported by contract	k.) Contract Administrator
Georgia Avenue FSC	\$1,845,212.49	0100 Local	Sole Source	Community based Child Welfare Services.	10/1/2016	9/30/2017	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Community Partnerships	Ransom Washington
JMD Counseling	\$750,000.00	8200 Federal	Competitive	Mental Health Services	1/29/2016	1/28/2017	Preliminary Report of referrals Group 1-4; Diagnostic Assessment report Group 1-3; Unusual Incident Mandatory Report Group 1-4; Mandatory Reporting Group 1-4; Progress Reports Group 1-3; Mental Health Evaluation Group 4	OWB	Kristal Thomas
Antoinette D. Williams	\$90,000.00	Local	Competitive	Quality Services Reviewers	2/5/2016	2/4/2017	Review case records of CFSA and, if appropriate, DBH CASE. Complete interview with required case participants identified by QSR unit in conjunction with second QSR reviewer. This will include a debriefing session with the social worker and supervisor. Document result: a) Case Rollup Sheet; b) Case Story. Participate in Case Presentation.	OPPS	Maureen Williams-James
SumTotal Systems, LLC	\$136,505.00	8200 Federal	Competitive	Enterprise Management Learning System (LMS)	2/5/2016	2/4/2017	Provide solutions for services listed in scope of work; make records, reports and other date and program information available to CFSA via paper, electronic or in the form of observation; conducted by CFSA representatives; combination of online an onsite or offside classroom training for two CFSA employees; provide help desk support related to system bet 8am and 8pm ET, Mon-Fri; provide a sample project plan with phases, milestones, tasks and schedule for the project within 14 days after receipt of an award; provide weekly status briefing to CA or designee via email during the implementation phase	OPPPS	BrandyNicole Brooks
Brookes Publishing	\$3,085.00	8200 Federal	Sole Source	ASQ Service Agreement	2/12/2016	2/11/2017	Software License	OPPPS	Coral Boswell
Sivic Solution Group, LLC	\$137,000.00	8200 Federal	Competitive	Title IV-E Automated Claiming System	2/16/2016	2/15/2017	Submission of project plan and schedule 30 days after award; submission of RMS quarterly results(response and analysis report); RMS desk guide for social workers and supervisors; monthly project reports, cost and quality assurance review, and conferences call hosting and meeting notes.	ODDA	Johns Simmons
Delta-T Group, Virginia Inc.	\$155,520.00	8200 Federal	Competitive	Social Worker	2/23/2016	1/17/2017	Assist in successful implementation of Safe and Stable Families, The District's Title IV-E Waiver, specifically intensive family preservation services models, HOMEBUILDERS and Project connect. PROVIDE Worker support to the he Supervisory IV-e Planning Advisor., CFSA's Program Operations and Community Partnership Administration, staff at the Health Families/Thriving Community Collaborative, and other community providers as well as the designated evaluator with gathering of relevant data and research materials needed.	Community Partnership	Dr. Ruby Nelson
Hillcrest Children Center	\$108,355.00	8200 Federal	Competitive	Youth Services Assessment	2/26/2016	2/25/2017	Coordinating peer facilitating groups/WRAP training of CFSA youth, Unusual Incident report to CFSA hotline, supervisory social worker, CA and program manager of the Program Monitoring Division, Report-number of youth referred to peer recovery program, and served, barriers to peer recovery program entry and completion, report barriers to substance use disorder assessment completion, report barrier to substance use disorder treatment entry and completion.	OWB	Valerie Kanya
Language Line Services (Citywide Contract)	\$174,515.00	Local	Competitive	Telephonic Translation Interpretation Language Services	2/28/2016	2/27/2017	Translation Interpretation Language Services; Spanish Non Technical Interpretation; All other languages, non-technical	ODDA	Renee Bryant
Urban Alliance	\$118,221.00	0100 Local	Competitive	Training and Mentoring Services	3/2/2016	3/1/2017	Coordinating peer facilitating groups/WRAP training of CFSA youth, Unusual Incident report to CFSA hotline, supervisory social worker, CA and program manager of the Program Monitoring Division, Report-number of youth referred to peer recovery program, and served, barriers to peer recovery program entry and completion, report barriers to substance use disorder assessment completion, report barrier to substance use disorder treatment entry and completion.	Agency Programs	Tanya Trice
Coles Group	NTE: \$100,000	0100 Local	Small Purchase	CPR/First Aid Training Program	3/2/2016	3/1/2017	CPR/First Aid Sign-In Sheets (48 Hours after class).	OPPPS	Brandynicole Brooks
Meridian Imaging Solutions	\$2,593.20	8200 Federal	Small Purchase	Copier for Courts	3/2/2016	3/1/2017	B/W Copier including 7,500 pages per month	ODDA	Yassmin Ferguson
FAPAC	\$62,622.98	8200 Federal	Sole Source	Foster Parent Capacity Building Services	3/10/2016	3/9/2017	Training and Consulting Services; Communication Services; Pre-Evaluation and Post Evaluation Surveys Contractor shall be responsible for a written report. Bridge Pre-service and in-service to prepare Foster Parents for their placement and beyond	OPPPS	Brandynicole Brooks
Sparkleen Mobile Detailing	NTE \$100,000	0100 Local	Competitive	Mobile Car Wash	3/21/2016	3/20/2017	Clean and detail fleet for CFSA; provide driver's records and driver's licensing records for contractor	ODDA	Yassmin Ferguson
Lutheran Social Services of the National Capitol Area	\$43,901.26	8200 Federal	Competitive	VA Foster/Adoptive/Kinship Licensing and Casework Services	3/21/2016	3/20/2017	Monthly progress reports; written termination summary reports; Monthly report demonstrating youths progress to date, areas of concern, actions to address; quarterly reports on the population of children entering into the program, completed the program and dropped out of the program; monthly report showing the number of youth in training or apprenticeships; District resident new hire report in Section H.5.5	OPPPS	Anna Bell
Sharon M. Taylor	\$40,000.00	8200 Federal	Competitive	Title IV-E Adoption/Assistance Eligibility Technician	3/24/2016	3/23/2017	time sheets; certification and submission of invoices; provide support to CFSA's subsidy and Eligibility Unit; work with central files to update missing documents in foster care records; prepare and submit forms to request birth certificates; submit to CO resumes frin vendor	OPPPS	Anna Bell

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Free State Social Work	\$12,500.00	8200 Federal	Sole Source	Free State Trauma Systems Therapy	3/26/2016	3/25/2017	The Trauma Systems Therapy course is an online course that include 10 modules of readings and post-tests. The minimum passing score is 75%. Learners can print a customer certificate once they pass the course.	OPPPS	Brandynicole Brooks
Capital Services and Supplies	\$100,000.00 (NTE)	0100 Local	Competitive	Copier paper	3/30/2016	3/29/2017		ODDA	Renee Bryant
Total Health Care Solutions	NTE \$998,602.40	DCM/ 0100 LOCAL	Competitive	Healthy Horizons Medical Support Services	3/31/2016	3/30/2017	Reports on Staff Rotation. Provider license, certifications, NPI, background clearances, Mandatory Reporting. Medical Clearance and PPD screening.	OWB	Charmene Johnson
Adventist Health Care	\$138,740.00	\$137,240 DCM \$1,500 Local	Sole Source	Psychiatric Residential Treatment	4/1/2016	3/31/2017	Individual Treatment Plans Individual Educational Plan Discharge Summary Psychiatric Evaluation Invoice Psychiatric Residential Facility treatment services for youth in care of CFSA	OWB	Jennifer Etienne-Valtrin
University Behavioral Center (STARS)	\$148,190.00	DCM	Sole Source	Psychiatric Residential Treatment	4/1/2016	3/31/2017	Individual Treatment Plans Individual Educational Plan Discharge Summary Psychiatric Evaluation Invoice	OWB	Jennifer Etienne-Valtrin
University Behavioral Center (Promises)	\$148,190.00	DCM	Sole Source	Psychiatric Residential Treatment	4/1/2016	3/31/2017	Individual Treatment Plans Individual Educational Plan Discharge Summary Psychiatric Evaluation Invoice	OWB	Jennifer Etienne-Valtrin
University Behavioral Center (ASAP)	\$148,190.00	DCM	Sole Source	Psychiatric Residential Treatment	4/1/2016	3/31/2017	Individual Treatment Plans Individual Educational Plan Discharge Summary Psychiatric Evaluation Invoice	OWB	Jennifer Etienne-Valtrin
Steppingstone Management	\$67,774.00	8200 Federal	Small Purchase	Education Specialist	4/2/2016	11/14/2016	Report the details number of plans developed and number consultation (via phone/in-person conducted; Updates to intervention spreadsheets, tutoring database, FACES; Intervention and community resources research; participation/consultation at internal meeting, etc.; participation/consultation at external team related meetings (e.g. court, IEP/MDT meeting, etc..) participation/consultation/observation at home visits; external site visits; processing tutoring referrals; processing transportation referrals	OWB	Tracey Talbert
Adoptions Together, Inc. (ATI)	\$50,457.00	Federal	Competitive	Competing Adoptions Petition (MD, DC)	4/3/2016	4/2/2017	The Contractor shall establish a system to receive, track, initiate services and report progress on the Foster/Adoption Training, Foster/Adoption Licensure, Adoption Home Study, and the Final Report and Recommendation for each Competing Adoption Petition completed under this Contract.	Agency Programs	Trantina Waugh
Comprehensive Language Center (Citywide Contract)	\$16,000.00	Federal	Small Purchase	Translation & Interpretation Services	4/5/2016	4/4/2017	Certification/Translations from recognized entity for legal and medical; certification/interpretation from recognized entity for legal and medical; quality assurance plan; quarterly report 'background checks provided by MPD	ODDA	Renee Bryant
Lydia Home Association	\$67,754.00	8200 Federal	Sole Source	Safe Families for Children (SFFC)	4/7/2016	10/6/2016	Mandatory and Unusual Incident Reporting. Recruit and approve 15 volunteer host families to care for children. Recruit and approve 25 Family Friends Recruit and approve 2 Family Coaches. 5 placements of children in Safe Family homes. 10 faith based organizations recruited into the network.	Community Partnership	Ruby Nelson

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Georgetown University - Center for Child & Human Development	\$141,667.00	8200 Federal	Sole Source	Management and Leadership Training Consultant	4/9/2016	4/8/2017	The contractor will provide a mixed method evaluation framework that articulates stages of competency or mastery and develop, execute post cohort and/or post course evaluations and evaluation reports. Design and evaluate the program's is progression in the achievement of the objectives set forth and the return on investment as it relates to utilization of the Adoptive Leadership Model. Evaluate the external expertise and determine how these individuals can best develop and achieve the mission the Leadership Certificate Program. Co-implement the Coaching Certificate Program and co-design the Leadership Certificate Program. The implementation of the Leadership Certificate Program and the development of the CQI process. Change management and sustainability through in integrated CQI program works to inform management on proactive strategies to assure the best outcomes for those served my CFSA. The Contractor will complete a final-year longitudinal evaluation of the program and make the results available to all interested parties.	OPPPS	Brandynicole Brooks
Multi Health Systems, Inc.	\$18,270.00	Federal	Sole Source	Child and Adolescent Functional Scale License Application	4/10/2016	4/9/2017	CAFAS, PECFAS, FASOutcomes system Development of a State-wide automated Child Welfare Information System	OPPPS	James Murphy
My Sisters Place	\$95,260.00	Federal	Sole Source	DV Assessor	4/13/2016	4/12/2017	Using CFSA's RED team framework, Up to 40 documented case consultations per month to social worker and/or supervisors for purposes of coaching and assisting in domestic violence informed decision-making. In collaboration with CFSA's Child Welfare Training Academy (CWTA), provide written schedule of regular and on-going in-service training for line staff and supervisors that focuses on various topics related to domestic-informed practices including implementing high standards for fathers in practice. Written evidenced-based curriculum, and protocols including: schedule, target population, referral process, staffing pattern, coverage and emergency procedures, and reporting process for batterers' intervention group to be offered at least two times per week (at pre-determined location) for up to 20 participants each, designed specifically for addressing issues of parenting and domestic-violence. Ideally, each group will be co-facilitated by a male and a female. Documented evidence of coordination of services with other domestic abuse and sexual assault programs such as a 24- hour hotline, legal services, safe houses and shelters, as needed. Provide an aggregate report to the Office of Well Being summarizing all activity on a weekly basis. Respond to referrals for case consultations within 24 hours. Attend court hearings if needed. Mandatory and Unusual Incident Reporting. Invoice	OWB	Marie Morilus-Black
Angela Robinson	\$15,000.00	0100 Local	Small Purchase	Hearing Examiner	4/13/2016	4/12/2017	Bi-weekly time sheets render decision	OPPPS	Tamara Rutland
Rave Wireless	\$6,150.00	Local	Small Purchase	RAVE alert license	4/15/2016	4/14/2017	Annual Unlimited Voice Annual Licensing	CISA	Kevin Ward
ALS International, Inc. dba Legal Language Services	\$35,000.00	Federal	Competitive	Multilingual & American Sign Language ASL	4/20/2016	4/19/2017	Consultation and planning assistance; equipment requirements; conference interpretation services	HRA	Eboni Crenshaw-Gatewood
Dr. Robin Gearing	\$16,770.00	Federal	Sole Source	Psychopathology Training	4/21/2016	4/20/2017	Deliverables: List of Participants names and completed courses Written assessment of each course effectiveness, CFSA Social workers will be prepared better serve our clients using behavioral based case plans.	OPPPS	Brandynicole Brooks
Lutheran Social Services of the National Capital Area	\$24,720.00	Federal	Competitive	Competing Adoptions Petition (MD, DC)	4/25/2016	4/24/2017	The Contractor shall establish a system to receive, track, initiate services and report progress on the Foster/Adoption Training, Foster/Adoption Licensure, Adoption Home Study, and the Final Report and Recommendation for each Competing Adoption Petition completed under this Contract.	OPPPS	Trantina Waugh
Umbrella Therapeutic Program	\$860,857.28	Local	Competitive	Boys Traditional Group Home	4/29/2016	4/28/2017	Mandatory and Unusual Incident Reporting. Recruit and approve 15 volunteer host families to care for children. Recruit and approve 25 Family Friends Recruit and approve 2 Family Coaches. 5 placements of children in Safe Family homes. 10 faith based organize	Agency Programs	Ransom Washington
RAVE Wireless, Inc. dba Rave Mobile Safety	\$12,000.00	PASS	Competitive	Mobile Safety Panic Button	5/3/2016	5/2/2017	Annual Unlimited Voice Annual Licensing	CISA	Suresh Chandran
RJH Air Conditioning & Refrigeration Services	\$7,148.00	Federal	Competitive	Ice Machine Maintenance	5/8/2016	5/7/2017	Service Schedule containing the days of the week, task, and frequency of service to be performed. Service Work Order or Work Order Receipt Material Safety Data Sheets (MSDS) for all cleaning products used during the performance of this contract Maintenance Plan describing schedule of work, objectives, action steps, responsible parties and timeframes Unusual Incidents: The Contractor will immediately notify the agency of any unusual incidents involving clients in treatment. Contractor will submit a written report detailing the incident and outlining any actions to be taken by the contractor in response to the incident; Section 4.7	ODDA	Yassmin Ferguson
Dupont Computers	\$17,926.00	8200 Federal	Competitive	Consumer Electronics	5/9/2016	5/8/2017	Tablets: iPad Mini (16 GB) or equal. Laptop: HP Pavilion x360 2-in-1, 13" or equal item. Headphones: Beats by Dre Wireless or equal item	Agency Programs	Tanya Trice
Maximum Quest Residential Care Facilities	\$994,219.03	0100 Local	HCA	Teen Bridge Program	5/11/2016	5/10/2017	Mandatory and Unusual Incident Reporting Progress Notes CKL pre and post assessment First Source Requirement Emergency Response Plan and training provisions for Emergency Response Plan Quarterly Expenditure Report	Agency Programs	Ransom Washington

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Phoenix Houses of the Mid-Atlantic, Inc.	\$495,000.00	0100 Local	Competitive	Substance Abuse Treatment Services	5/11/2016	11/10/2016	<p>Individual Treatment Plans: Contractor shall provide treatment plans, including any assessment results, and updates as outlined in section C.4</p> <p>12-Step and Sponsor Reports: The Contractor shall maintain a record of client's 12-Step program attendance and contact with sponsor.</p> <p>Monthly Client Rosters: Contractor shall provide monthly client rosters, including dates of admission and discharge</p> <p>Fiscal Report: The Contractor shall provide a quarterly, fiscal expenditure report that includes information per discussions with CFSA.</p> <p>Utilization and Outcome Management: The Contractor shall provide a monthly utilization and outcome management report that includes the following: a. Services provided during the month for CFSA clients b. Upcoming activities or services for CFSA clients c. Recipients of the service and/or activities d. Program improvements, challenges and recommendations</p> <p>Aftercare Plans: Contractor shall provide aftercare plans for each client who is being discharged from the program as outlined in section C.4</p> <p>Final Report: The Contractor shall provide a Final Report to the CA and other authorized CFSA staff within 30 days of the termination of the contract, which shall include an overview of program goals, objectives, initiatives, utilization, accomplishments and challenges.</p> <p>Unusual Incidents: The Contractor will immediately notify the agency of any unusual incidents involving clients in treatment. Contractor will submit a written report detailing the incident and outlining any actions to be taken by the contractor in response to the incident; See Section H.11.1</p>	OWB	Valerie Kanya
Premier Suppliers	\$21,869.06	8200 Federal	Competitive	Consumer Electronics	5/13/2016	5/12/2017	Tablets: iPad Mini (16 GB) or equal item. Laptop: HP Pavilion x360 2-in-1, 13" or equal item. Headphones: Beats by Dre Wireless or equal item.	Agency Programs	Tanya Trice
Anu Family Services	\$58,200.00	8200 Federal	Sole Source	Organizational Well-Being Coaching and Leadership Development	5/13/2016	5/12/2017	Conduct 6 forty-five minute wellbeing groups each. Hold 4 thirty-minute open/"first-come, first-serve basis" leadership coaching slots each month. Plan and lead 2 fifteen-minute virtual training sessions open to all CFSA staff each month; approximately every-other-week. Conduct up to a 3 hour training for well being champions on their role and well being strategy. Conduct 1 one-hour training each month to help support volunteer champions who wish to promote wellbeing in their area/unit. Create Supervisors Mini-guide to Workforce Wellbeing Strategies. Craft Strategic Vision Statement for Workforce Wellbeing. Develop Key Messages for Strategic. Perform Analysis of 12 months of Reports to Summarize Key Themes & Recommendations. Design Wellbeing Values and Core Tenets.Create an Agency Organizational Wellbeing Assessment. Develop an Organizational Wellbeing Scorecard. Provide consultation to the organizational well being steering committee.	OPPPS	Michele Rosenberg
The Association for Successful Parenting	\$205,897.06	0100 Local	Competitive	Project Management Specialist -Develop a Parenting Education Curriculum	5/18/2016	5/17/2017	Completed Curriculum Test results Training Sessions Monthly Reports	Community Partnership	Emily Velasquez
Mid-Town Personnel Inc.	\$165,720.00	0100 Local	Sole Source	Project Management Specialist	5/18/2016	5/17/2017	Monthly status reports detailing progress on assigned projects ; Semi annual reports detailing project implementation including key accomplishments deliverables and next steps; Documentation of key discussion points; and decisions made; Outcomes, implementation and maintenance of Safe and Stable Families or services that are being implemented through the Title IV-E Waiver, which has been approved by the U.S. Department of Health and Human Services Administration for Children and Families.	Community Partnership	Tyanna Williams
MidTown Personnel, Inc.	\$165,720.00	8200 Federal	Competitive	Project Management Specialist	5/18/2016	5/17/2017	Monthly status reports detailing progress on assigned projects ; Semi annual reports detailing project implementation including key accomplishments deliverables and next steps; Documentation of key discussion points; and decisions made; Outcomes, implementation and maintenance of Safe and Stable Families or services that are being implemented through the Title IV-E Waiver, which has been approved by the U.S. Department of Health and Human Services Administration for Children and Families.	Community Partnership	Tyanna Williams
Boys Town Washington DC, Inc.	\$579,467.00	0100 Local	Competitive	Girls Traditional Group Home	5/23/2016	5/22/2017	Mandatory and Unusual Incident Reporting. Recruit and approve 15 volunteer host families to care for children. Recruit and approve 25 Family Friends Recruit and approve 2 Family Coaches. 5 placements of children in Safe Family homes. 10 faith based organize	Agency Programs	Ransom Washington
Boys Town Washington DC, Inc.	\$574,831.00	0100 Local	Competitive	Boys Traditional Group Home	5/24/2016	5/23/2017	Mandatory and Unusual Incident Reporting. Recruit and approve 15 volunteer host families to care for children. Recruit and approve 25 Family Friends Recruit and approve 2 Family Coaches. 5 placements of children in Safe Family homes. 10 faith based organize	Agency Programs	Ransom Washington

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Lamarious Myers	\$61,651.20	0100 Local	Competitive	Grandparents Caregiver Program	5/30/2016	5/29/2017	Bi-Weekly Time Sheets. Unusual Incident report to CFSA hotline, supervisory social worker, CA and program manager of the Program Monitoring Division.	Agency Programs	Richard Howard
Family Matters of Greater Washington	\$1,760,465.00	0100 Local	Competitive	Teen Parent Programs	6/2/2016	6/1/2017	Mandatory and Unusual Incident Reporting. Recruit and approve 15 volunteer host families to care for children. Recruit and approve 25 Family Friends Recruit and approve 2 Family Coaches. 5 placements of children in Safe Family homes. 10 faith based organize	Agency Programs	Ransom Washington
Soul Tree, LLC	\$329,880.72	8200 Federal	Competitive	Tutoring Services	6/3/2016	6/2/2017	Submit tutoring recommendations, including results of pre-assessments; submit individual learn plan (ILP); submit monthly tutoring summary; submit interim and post-assessments; submit a written unusual incident report; submit a verbal unusual incident report	OWB	Megan Dho
A Plus Success, LLC	\$482,040.00	8200 Federal	Competitive	Tutoring Services	6/3/2016	6/2/2017	Submit tutoring recommendations, including results of pre-assessments; submit individual learn plan (ILP); submit monthly tutoring summary; submit interim and post-assessments; submit a written unusual incident report; submit a verbal unusual incident report	OWB	Megan Dho
Catholic Charities	\$1,283,913.00	0100 Local	Competitive	CC - ILP-Residential Units	6/3/2016	6/2/2017	Deliverables: - Mandatory and Unusual Incident Reporting - Progress Notes - OYE pre and post assessment - First Source Requirement - Emergency response Plan and training provisions for Emergency response Plan - Quarterly Expenditure Report	Agency Programs	Ransom Washington
ADORE Child and Family Services, Inc.	NTE \$82,181.00	0100 Local	Small Purchase	Foster Home Study	6/6/2016	6/5/2017	Initial Foster/Adoptive Services: Signature of each foster applicant indicating compliance with the regulatory requirements; Signature authorizations and fingerprints and identification to conduct Child Protective Services check, background check, FBI and police clearances on each applicant and family member 18 and over, as well as a listing of household members. Foster/Adoptive Monitoring Services: Monthly/Quarterly monitoring report by the 7th business day of a subsequent month. Treatment Foster Care Case Management: Treatment planning and monitoring of the care plan. Periodic assessments to determine needs. Case management services: Report on monthly visits, and other specialized services like mentoring, tutoring evaluation, etc. Level of Care for Therapeutic Foster Care (TFC): LEVEL 1: Individual Service planning, comprehensive and quarterly treatment planning with monthly reports to placing agency LEVEL 2: Staff nurse visits/reports once a month or as needed; LEVEL 3: Behavior assessment and plan within 60 days, Staff nurse visits/reports once a month or as needed	Agency Programs	Michelle Frazier
ADORE	\$82,181.00	0100 Local	Sole Source	Virginia License & Placement	6/7/2016	6/6/2017	Treatment Foster Care Case Management; Room and Board; Level Care I,II;and III; Maintenance and Enhancements	Agency Programs	Michelle Frazier
God's Anointed New Generation	\$526,436.58	0100 Local	Emergency	Teen Parent Program	6/7/2016	10/4/2016	Mandatory and unusual incident report; progress notes; CKL pre and post assessment; first source requirement; emergency response plan and training provisions for Emergency Response Plan, Quarterly Expenditure Report	Agency Programs	Ransom Washington
EastBanc Technologies, LLC	\$512,436.00	0100 Local	GSA	Mobile App for Child Welfare Case Mgmt.	6/9/2016	6/8/2017	Project Schedule Mobile app blueprint/wireframes/mockup based on validation of requirements in contract Mobile App Version 1 based on Android 4.4 and Samsung Galaxy Note III MOD 1 • The developer shall provide documentation on the APIs developed. Documentation shall including but not limited to base url, end point, parameters, help page, code base, web service description language (WSDL), fields, format, description, sample JSON output, how communication is done with the API, error response codes with a meaning, and response type etc. • The developer shall provide test plans and document testing results. MOD 2: Time is of the essence. The first release of app shall be delivered fully tested and ready for use within 60 days after receipt award, scope validation or finalization of mock design. The second release of the app shall be delivered fully tested and ready for use within 60 days after the first release is stabilized. MOD 3: 7 APIs: GET api/Foster/GetLicensingStatus GET api/Foster/GetChildrenList GET api/Foster/GetChildVisitationList?entityId={entity ID} GET api/Foster/Trainings GET api/Foster/CourtInformation?entityId={entity ID} GET api/Foster/MedicalVisits?entityId={entity ID} GET api/Foster/KnownMedications?entityId={entity ID} GET api/Foster/MedicalInformation?entityId={entity ID} PUT api/Foster/GetQuickReferences PUT api/Foster/RegisterPushChannel	CISA	Kimberly D. Pickett

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First Star Greater Washington	\$95,500.00	0100 Local	Sole Source	Foster Youth Academy Program	6/11/2016	6/10/2017	Individual Progress Reports: To include but not limited to: Names of Client, Session dates for the month, short term goals, long term goals, progress toward goals, Barriers in achieving goals, recommendations for next steps Work Plan describing program goals and objectives, action steps, responsible parties and timeframes.	OD	Damian Miller
Jasmine C Richerson	\$49,920.00	8200 Federal	Competitive	Peer Parent Counselor Services	6/12/2016	6/11/2017	Peer Parent counseling services; attend RED team meetings; family team meetings and case planning meetings; support parents in connecting to resources in the community; clarify and demystify Child Welfare and Juvenile Court systems and jargon for families; work with parents to address case plan requirements; participate in weekly home visits and/or phones calls; participate in joint meetings w/t Child Welfare Workers and parents; assist parents with prioritizing their goals and case plan regulations; facilitate parent orientation classes; facilitate family line ice breaker meetings; provide training to CFSA staff; participate in weekly individual and group supervision; participate in required training; communicate schedules and plans to program coordinator; collaborate with Program Coordinator/Supervisor to complete the following: resource referrals, quarterly goal sheets, intake forms, case status reports and family treatment court progress reports	Agency Programs	Ann Reilly
George Washington University	\$153,500.00	8200 Federal	Exempt from Competition	Executive Leadership Development	6/13/2016	6/12/2017	Reports on Leadership training conducted- including sign sheets, feedback etc.	HRA	Eboni Crenshaw-Gatewood
Coordinated Care Services, Inc.	\$32,946.25	8200 Federal	Sole Source	System Evaluation Services	6/17/2016	6/16/2017	Evaluation Plan; Interim Evaluation Report; Final Evaluation Report; Public Use data; and Semi annual progress reports. Establish a collaborative infrastructure, strengthen system-wide coordination and expand family-centered substance abuse treatment and services to target both mothers an fathers involved with the child welfare system	OPPPS	James Murphy
Just Understanding My Priorities (JUMP)	\$82,125.00	0100 Local	Sole Source	Mentoring Services	6/19/2016	6/20/2017	Work Plans that addresses the needs of a diverse population; QAP; usual incident reports; tracking system of daily roster of clients; Mentoring Services to assist youth with a positive transition back into the community	Agency Programs	Nadya Richberg
Squeaky Clean Janitorial Services	\$71,667.04	0100 Local	Competitive	Janitorial Services	6/20/2016	6/19/2017	Service Schedule containing the days of the week, task, and frequency of service to be performed. Material Safety Data Sheets (MSDS) for all cleaning products used during the performance of this contract Work Plan describing schedule of work, objectives, action steps, responsible parties and timeframes Unusual Incidents: The Contractor will immediately notify the agency of any unusual incidents involving clients in treatment. Contractor will submit a written report detailing the incident and outlining any actions to be taken by the contractor in response to the incident; Section 4.7	ODDA	Yassmin Ferguson
Chasity Rocquemore / Living on our Own	\$80,000.00	8200 Federal	Competitive	Housing Specialist	6/23/2016	6/22/2017	Deliverables Time Sheet Meeting Notes Housing Utilization Report Housing Project Work Plan Training Schedule and Course Description Training Content Material Housing Resource Guide Housing grant submissions Reports on all Rapid Housing requests and payments Comprehensive Housing Division Report Housing Resource Matrix District Wide Housing Resource Notebook Update CFSA Housing Strategic Plan Safe and reliable housing guidance and support for youth ages 18-20	Community Partnership	Tyanna Williams
The IQ Business Group	NTE \$210,000.00	8200 Federal	Competitive	AVOKA Maintenance and Training	6/30/2016	6/29/2017	Kick off meeting; Resolve issues 3 weeks from date f award; report section 1B; Trainings Enhancements; Cloud hosting ; Annual Maintenance Forms Automation	CISA	Zaid Ilyas
Verizon Wireless	\$19,794.00	0100 Local	Cooperative Purchasing	Mobile Hotspot Devices	6/30/2016	6/29/2017	Upton 50 Mobile Hotspot devices	CISA	Kimberly D. Pickett
Hospital for Sick Children (HSC)	\$100,000.00 (NTE)	8200 Federal	Sole Source	Respite Care Placement Services	7/3/2016	7/2/2017	Unusual incident reports; invoices	OWB	Cheryl Durden
Elizabeth Ministries	\$1,577,633.00	0100 Local	Competitive	TPP Main Facility ILP	7/5/2016	7/4/2017	Mandatory and Unusual Incident Reporting. Recruit and approve 15 volunteer host families to care for children. Recruit and approve 25 Family Friends Recruit and approve 2 Family Coaches. 5 placements of children in Safe Family homes. 10 faith based organize	Agency Programs	Ransom Washington
Psychiatric Institute of Washington	NTE \$100,000	8200 Federal	Sole Source	In-Patient Psychiatric Services	7/8/2016	7/7/2017	Individual Treatment Plans Individual Educational Plan Discharge Summary Psychiatric Evaluation Invoice Psychiatric Residential Facility treatment services for youth in care of CFSA	OPPPS	Kristal Thomas

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Nancy Sarah Smith	NTE: \$100,000	8200 Federal	Small Purchase	Quality Service Reviewer	7/9/2016	7/8/2017	Review case records of CFSA and, if appropriate, DBH CASE. Complete interview with required case participants identified by QSR unit in conjunction with second QSR reviewer. This will include a debriefing session with the social worker and supervisor. Document result: a) Case Rollup Sheet; b) Case Story. Participate in Case Presentation.	OPPPS	Maureen Williams-James
Sharan James	NTE: \$100,000	0100 Local	Small Purchase	Quality Service Reviewer	7/9/2016	7/8/2017	Review case records of CFSA and, if appropriate, DBH CASE. Complete interview with required case participants identified by QSR unit in conjunction with second QSR reviewer. This will include a debriefing session with the social worker and supervisor. Document result: a) Case Rollup Sheet; b) Case Story. Participate in Case Presentation.	OPPPS	Maureen Williams-James
Christine Arena	NTE: \$100,000	0100 Local	Small Purchase	Quality Service Reviewer	7/11/2016	7/10/2017	Review case records of CFSA and, if appropriate, DBH CASE. Complete interview with required case participants identified by QSR unit in conjunction with second QSR reviewer. This will include a debriefing session with the social worker and supervisor. Document result: a) Case Rollup Sheet; b) Case Story. Participate in Case Presentation.	OPPPS	Maureen Williams-James
Dr. Andrew Hamid	\$7,006.00	TBD	Sole Source	Motivational Interviewing	7/18/2016	7/17/2017	The contractor introduces to CFSA staff various theories and conceptual frameworks influencing motivation interviewing. Sign-In Sheet at the end of each class, Unusual Incident telephone call/written report within 24 hours to the CA.	Community Partnership	Tyanna Williams
Community Alternatives VA(Kids In Focus)	\$116,679.60	0100 Local	Sole Source	Therapeutic Emergency Care and Treatment	7/22/2016	7/21/2017	Comprehensive Discharge Summary Monthly Progress Report Unusual Incidents Report The comprehensive assessment and evaluation shall provide a detailed list of recommendations for placement and so clients under this contract can progress to the most appropriate setting and increase levels of functioning	OWB	Kristal Thomas
HTSI	\$32,490.00	8200 Federal	Competitive	DELL Computer	7/28/2016	7/27/2017	Individual Treatment Plans: Contractor shall provide treatment plans, including any goals, outcomes, or items outlined in section 5.2.5 and ensure that proper ROIs are signed an in the client's electronic file as outlined in Section 5.2.7. Monthly Client Roster and Fiscal Report: Contractor shall provide monthly client rosters, including admission, discharge dates, days in facility beyond medical necessity and reasonable efforts to secure housing or circumstances preventing discharge after medical necessity. Unusual Incidents: Contractor will immediately notify the agency of any unusual incident involving clients in the program. Contractor will submit a written report detailing the incident and outlining and actions to be taken by the contractor in response to the incident. Aftercare Plans: Contractor shall provide aftercare plans for each client who is being discharged from the program. Program Rules and Unfavorable Discharge Process: The contractor shall provide a copy of program rules, rights and responsibilities, the mechanism by which participants become aware of program rules and rules' violations and the process the contractor's unfavorable discharge policy and process.	Agency Programs	Tanya Trice
Center for Adoption Support and Education (CASE)	\$104,635.00	0100 Local	Competitive	Clinical Family Therapy Services	8/1/2016	7/31/2017	Monthly Progress Program Monthly Report Unusual Incidents Report Annual Program Report Written Case Report	Agency Programs	Trantina Waugh
MB Staffing	\$60,057.60	0100 Local	BPA	Referral Coordinator	8/9/2016	8/8/2017	Bi-Weekly Time Sheets	Community Partnership	Tyanna Williams
National Associates, Inc.	\$145,000.00	0100 Local	Competitive	Placement Strategy Project Mgr.	8/10/2016	8/9/2017	Progress reports Detailed work plans related to each priority area for change Bi-weekly Time Sheets	OPPPS	Marc Elliott
Maximum Quest Residential Care Facility	\$971,751.37	0100 Local	Competitive	Traditional Group Home - GIRLS	8/11/2016	8/11/2017	Mandatory and Unusual Incident Reporting. Recruit and approve 15 volunteer host families to care for children. Recruit and approve 25 Family Friends Recruit and approve 2 Family Coaches. 5 placements of children in Safe Family homes. 10 faith based organize	Agency Programs	Ransom Washington
Battles Transportation	\$776,493.00	8200 Federal	Competitive	Transportation Services	8/16/2016	8/15/2017	Submit Maryland Public Service Commission Certificate; submit copy of certificate of Authority from WMATA; Confirmation that all drivers and aides have been sufficiently trained in de-escalation; report all unusual incidents in report form; report any incidents of abuse or neglect; confirmation that all drivers and aides are certified in First Aid and CPR; Prepare pick up and drop off log; written policies and procedures covering qualifications, training, drug testing, and employee duties for staff, volunteers and interns; provide CA with verification that each employee and contracted employee has an FBI clearance; provide CA with verification that all employees and contracted employees have a police clearance; provide CA with verification that all employees and contracted employees have a Child Protection Registry clearance; All staff hired to provide services has current health certificates; each driver has a valid driver's license while operating a vehicle; obtain copies of criminal background and traffic check reports; monthly activity reports which includes daily logs and unusual incident reports.	OWB	Tracey Talbert

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Deloitte Consulting, LLP	\$979,999.92	8200 Federal	Competitive	SACWIS Operations, Maintenance and Enhancements	8/16/2016	8/15/2017	Monthly Status Report, consistent with the requirements in Section C.3.4 Monthly Status Meeting, consistent with the requirements in Section C.3.4 System Requirements Design Documentation Unit Test Results Report System & Integration Test Results Report Maintenance Releases Emergency Releases Documentation of system changes and enhancements. Update the integrated project work plan and submit a version of it with each Monthly Status Report	CISA	Kimberly D. Pickett
Child Welfare Policy & Practice Group	NTE: \$54,936.00	8200 Federal	Small Purchase	Training & Consulting	8/18/2016	8/17/2017	Individual training packets: to include but not limited to agenda, copies of current QSR protocol and profile sheets, quick study aids, simulation stories. May provide document electronically for local printing if mutually beneficial. Edited materials: to include but not limited to: updated versions of roll-up sheets, samples of alternative indicators, final proposed indicators for DC protocol, Work Plan describing program goals and objectives, actions steps, responsible parties and timeframes.	OPPPS	Mary C. Williams
Lutheran Social Services of the National Capitol Area	\$6,772.00	8200 Federal	Competitive	MD Home Licensing	8/19/2016	12/18/2016	Provider Monthly Quarterly monitoring report (attachment J.9) Social worker caseload roster In-service training calendar, training description, log of participants Invoice Agency monthly monitoring report (attachment J.10)	Agency Programs	Ransom Washington
The Family Recovery Program, Inc.	\$499,098.20	8200 Federal	Competitive	Recovery Specialists	8/20/2016	8/19/2017	1. Number of referrals received by Recovery Specialists 2. Number of GAIN-SS screenings completed by Recovery Specialists 3. Number of APRA assessments scheduled 4. Reasons why APRA assessments are not scheduled 5. Number of APRA assessments completed 6. Results of assessments/levels of care determined 7. Length of time until assessment completion 8. Attempts and activities to engage clients in assessment completion 9. Attempts and activities to engage clients in treatment 10. Barriers to treatment completion. 11. Number of clients who reunify with children and timeframe to reunification 12. Six-month follow-up to assess client well being post-treatment 13. Number of clients who re-enter the child welfare system after exiting 14. Other Client Data as requested by CA	OWB	Valerie Kanya
Amelia Missileides	\$13,820.00	0100 Local	Sole Source	Mental Health Services	8/21/2016	8/20/2017	Individual Treatment Plans: Contractor will provide treatment plans, including any assessment results. Individual therapy progress report. Family Therapy progress reports (must be submitted with invoices):	OWB	Kristal Thomas
Total Healthcare Solutions, LLC	\$471,328.00	8200 Federal	Competitive	Infant Maternal Health Specialist	8/25/2016	8/24/2017	Reports: assessments/care plans Client (patient & staff) Education curriculum Monthly data Weekly client visitation schedule As indicated during program development Quarterly Program Evaluation shall include a review of the appropriateness, quality and timeliness of each service, as well as achievement of program objectives.	OWB	Mary Morgan

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KVC Health Systems, Inc.	\$363,518.63	8200 Federal	Sole Source	Trauma Systems Therapy	8/26/2016	8/25/2017	Provide two book review sessions of skills training to social workers and supervisors on Trauma Focused interventions. The two sessions shall occur over no more than three days a. Two (2) book review sessions b. Two (2) day training c. Twenty one (21) implementation calls d. Twenty four (24) Trauma Team Meeting (TTM) calls Provide 2 training days of skills training to social workers and supervisors on trauma-informed The trainings shall occur over now more than three days a. Two (2) day training b. Twenty one (21) implementation calls c. Twenty four (24) trauma team meeting calls •One (1) session of organizational planning •10 (10) training day sessions •Forty two (42) trauma team meeting calls •One (1) book review training session •One (1) forms training session •Two (2) supervisor booster sessions •Twelve (12) leadership calls 1.5 days of training on the trauma team meeting • Three days on development of train the trainer One (1) call, and one (1) review notes for book reviews •KVC (Kelly McCauley) shall review notes for book reviews (review four sets of slides and notes x 7 people) and provide written and oral feedback; review slides and notes for two day training and provide feedback for seven people; observe two sessions of book reviews for 7 people, and observe 3 facilitation calls for each of 7 people (total 21). No expense for co-facilitating training and receiving feedback. •Ongoing telephone support calls – 6 calls, one call per month •Six month follow up to "observe" trainers complete 2 day training •Pre and post work with applicants, along with set up for training and wrap up Coaching session for SSW's and their units and/or supervisors through the facilitation of Trauma Team Meetings, including the use and integration of other trauma focused skills • 9 sessions, 10 webinars and 1 family run organization training shall be offered to accommodate supervisor schedules. Could invite DBH supervisors as well. Topics may include, facilitating TTM calls, use of tools,	OWB	Marie Morilus-Black
Gracor Language Services, Inc.	\$900.00	0100 Local	Competitive	Bilingual Language Assessment & Proficiency Testing Services	8/27/2016	8/26/2017	Language Assessment & Testing Services via a secure web portal	ODDA	Renee Bryant
Consortium for Child Welfare	NTE \$100,000.00	0100 Local	BPA	External Trainers for CWTA	8/31/2016	8/30/2017	Six hour training sessions Curriculum that will meet CEU requirements Attendance sheets and evaluations	OPPPS	Brandynicole Brooks
Latin American Youth Center	\$249,505.07	0100 Local	Sole Source	ILP-Residential Units	9/1/2016	12/20/2016	Mandatory and Unusual Incident Reporting Progress Notes CKL pre and post assessment First Source Requirement Emergency Response Plan and training provisions for Emergency Response Plan	Agency Programs	Ransom Washington
Ricoh	\$257,173.44	0100 Local/ 8200 Federal	GSA	Copiers	9/1/2016	8/31/2017	Lease and Maintenance of 34 copiers	ODDA	Renee Bryant
Care.Com	\$80,000.00	0100 Local	Competitive	Short Term Child Care Services	9/2/2016	9/1/2017	Deliverable Monthly Report Draft plan and protocol outline all aspects of the project as outlined in the scope of work Website page receive requests for childcare services Mandatory and Unusual Incident Reporting	OWB	Sabine Campbell
CASA Furniture, Inc.	NTE\$500,000	8200 Federal	Competitive	Youth Furniture Supplies and Services	9/12/2016	9/11/2017	Price list; Furniture Coupons; Required Furniture specified in Section C of the contract.	Agency Programs	Carolyn Brockman

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Harbor Point Behavioral Health	\$458,373.80	DCM	Sole Source	Psychiatric Residential Treatment services	9/13/2016	9/12/2017	Individual Treatment Plans Individual Educational Plan Discharge Summary Psychiatric Evaluation Invoice Psychiatric Residential Facility treatment services for youth in care of CFSA	OWB	Jennifer Etienne-Valtrin
Howard University	NTE \$100,000.00	0100 Local	BPA	External Trainers for CWTA	9/14/2016	9/13/2017	Six hour training sessions Curriculum that will meet CEU requirements Attendance sheets and evaluations	OPPPS	Brandynicole Brooks
Valorie V. Gainer	\$59,009.60	0100 Local	Sole Source	Grandparents Caregiver Program	9/15/2016	9/14/2017	Bi-Weekly Time Sheets. Unusual Incident report to CFSA hotline, supervisory social worker, CA and program manager of the Program Monitoring Division	Agency Programs	Richard Howard
Youth For Tomorrow	NTE: \$30,110.00	0100 Local	Emergency	Standard Residential Program	9/16/2016	1/14/2017	Teen parent Program - a structured and support program for pregnant and parenting teens placed in foster care with dependent children.	Agency Programs	Nichole Cobbs-Stern
Herbert St. Clair	\$16,000.00	0100 Local	Small Purchase	Hearing Examiner	9/16/2016	9/15/2017	Bi-Weekly Time Sheet render decision	OPPPS	Tamara Rutland
Barbara McInnis	\$14,475.00	0100 Local	Small Purchase	Hearing Examiner	9/19/2016	9/18/2017	Bi-Weekly Time Sheet render decision	OPPPS	Tamara Rutland
Crawford Consulting	\$100,000.00	0100 Local	Sole Source	Mental Health Services	9/23/2016	9/22/2017	Individual Treatment Plans: Contractor will provide treatment plans, including any assessment results. Individual therapy progress report. Family Therapy progress reports (must be submitted with invoices); Behavioral Services report. Sign in Sheet	OWB	Kristal Thomas
Children's National Medical Center CNMC	\$7,870.96	PASS	Letter of Agreement	Out-Patient Hospital Services	9/23/2016	6/22/2017	Initial assessment; initial treatment plan; monthly progress report	OWB	Kristal Thomas
MidTown Personnel, Inc.	\$65,395.20	0100 Local	DCSS	IT Technical Assistant	9/27/2016	9/26/2017	Approved Timesheet Report Certified Payroll Report: Non-Disclosure Agreement (NDA) Background Check	CISA	Kimberly D. Pickett
New Hope Treatment Center	\$99,985.00	0100 Local	Sole Source	Psychiatric Residential Treatment	9/29/2016	5/7/2017	Individual Treatment Plans Individual Educational Plan Discharge Summary Psychiatric Evaluation Invoice Psychiatric Residential Facility treatment services for youth in care of CFSA	OWB	Kristal Thomas
Sauce Labs, Inc.	\$15,600.00	8200 Federal	Sole Source	Automated Software Testing Platform and Professional Services	9/30/2016	9/29/2017	Kickoff Meeting; implementation project schedule; weekly status reports; training; software licenses; professional services; annual maintenance	CISA	Suresh Chandran
MBI Health Services LLC	\$99,984	0100 Local	Sole Source	Developmental Disabled Services	9/30/2016	11/11/2016	Residential Treatment Services Individual Treatment Plans Individual Educational Plan Discharge Summary Psychiatric Evaluation Invoice	Agency Programs	Ransom Washington
Hillcrest Children Center	\$108,355.00	Federal	Competitive	Youth Services Assessment	2/26/2017	9/30/2017	Input Assessment and Treatment into APRA's Data System which includes; Number of referrals; Length of time for assessment completion; attempts and activities to engage youth in assessment; completed assessments ; no show for assessment; referral to treatment; level of treatment recommended; attempts and activities to engage youth in treatment; treatment completion and Barriers to treatment completion	Office of Well Being	Valerie Kanya
Jasmine Richerson	\$16,016.00	Federal	Competitive	Peer Parent Counselor Services	6/12/2017	9/30/2017	direct client support services working toward family reunification, attend RED team meetings, Family Team meetings and Case Planning meetings, participate in weekly home visits/and or phone calls. Participate in joint meetings with Child Welfare and Juvenile Court. assist parents with prioritizing goals and case planning requirements	Program Operations	Ann Reily
KidsTLC, Inc.	\$121,745.88	0100 Local	Sole Source	Psychiatric Residential Treatment services	12/22/2016	6/10/2017	Comprehensive Discharge Summary Monthly Progress Report Unusual Incidents Report	Program Operations	Kristal Thomas
Latin American Youth Center	\$773,788.07	0100 Local	Competitive	FB Traditional Services	10/1/2016	9/30/2017	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
Latin American Youth Center	\$773,788.07	Local	Competitive	Teen Bridge Program	10/1/2016	9/30/2017	F.4 Deliverables: Mandatory and Unusual Incident Reporting, Progress Notes, OYE pre and post assessment, First Source Requirement, Emergency Response Plan and training provisions for emergency Response Plan and Quarterly Expenditure Report.	Program Operations	Ransom Washington
Lutheran Social Services of the National Capital Area	\$554,418.50	Federal	Sole Source	Refugee Minor Program	2/6/2017	6/4/2017	Report Significant client changes and emergencies; Submit a written Unusual Incident Report; Submit Vacancy Reports	Program Operations	Ransom Washington
Lutheran Social Services of the National Capital Area	\$106,014.06	Federal	Sole Source	Refugee Minor Program	6/6/2017	6/20/2017	Report Significant client changes and emergencies; Submit a written Unusual Incident Report; Submit Vacancy Reports	Program Operations	Ransom Washington
Lutheran Social Services of the National Capital Area	\$816,688.75	0100 Local	Competitive	FB Therapeutic Services	10/1/2016	9/30/2017	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington

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Maru Solutions Inc.	\$126,298.00	Local	DCSS	Oracle Developer - Level 3	10/1/2016	9/30/2017	Deliverable: Bi-weekly timesheet Non-disclosure agreement	Office of the Deputy Director for Administration	Spencer Wilder
MB Staffing Services, LLC	\$16,116.10	8200 Federal	BPA	Program Coordinator Services (Stephane Smith)	12/3/2016	1/9/2017	To provide technician to serve as primary coordinator, reviewer of files data and documents associated with Medicaid billing, and provide support on all federal document retrieval.	Office of the Deputy Director for Administration	John Simmons
Meridian Imaging Solutions	\$1,512.70	Federal	GSA	Copier for Court	3/2/2017	9/30/2017	Provide Copier and maintenance of copier machine	Office of the Deputy Director for Administration	Gregg Holland
Munir Malik	\$3,875.00	0100 Local	Competitive	Sanitarian Services	10/1/2016	9/30/2017	Deliverable: -Weekly Time Sheets	Office of Policy, Planning and Program Support	Donna Ball
National Center for Children & Families	\$10,291,149.48	8200 Federal	Competitive	Traditional: Teen Parent w/1 child, Therapeutic: Teen Parent w/1 child	12/12/2016	9/30/2017	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
National Drug Screening, Inc.	\$88,000.00	Local	City-wide Contract	Drug and Alcohol Screening	#REF!	#REF!	Customer Toll Free Telephone number; Random Test List; Invoice; Combine Alcohol & Urine Test Report	Office of the Deputy Director for Administration	Randy Jenkins
Premier Office & Medical Supplies, LLC	\$10,000.00 (NTE)	Local	Citywide Contract	Agency Paper	5/10/2017	7/16/2017	Agency copier paper	Office of the Deputy Director for Administration	Gregory Holland
PSI Family Services, Inc.	\$768,782.71	0100 Local	Competitive	FB Specialized Services	10/1/2016	9/30/2017	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
Regina Ashton	\$40,560.00	0100 Local	Competitive	Peer Parent Counselor Services	12/22/2016	9/30/2017	direct client support services working toward family reunification, attend RED team meetings, Family Team meetings and Case Planning meetings, participate in weekly home visits/and or phone calls. Participate in joint meetings with Child Welfare and Juvenile Court. assist parents with prioritizing goals and case planning requirements	Program Operations/ Placement	Ann Reilly
Seraaj Family Homes, Inc.	\$969,918.60	0100 Local	Competitive	FB Traditional, Therapeutic, Specialized	1/1/2017	3/11/2017	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
SIRC	\$153,857.60	Local	DCSS	Crystal Reports XI Developer – Level 3	10/1/2016	9/30/2017	Deliverable: Bi-weekly timesheet Non-disclosure agreement	Office of the Deputy Director for Administration	Lori Peterson
Sprint Solutions, Inc.	\$200,000.00	Local	Cooperative Purchasing	Cell Phones	10/1/2016	9/30/2017	Deliver cellular/PCS voice services and equipment.	Office of the Deputy Director for Administration	Renee Bryant
Sprint Solutions, Inc.	\$120,000.00	Local	Cooperative Purchasing	Wireless Services	10/1/2016	9/30/2017	Telecommunications Services: Wireless Digital Voice & Data Services, Associated Services! Equipment Sprint offers the County their Custom Aisles website at no cost, with no usage requirements or parameters, for the contract term. Sprint agrees to provide historical billing data at no charge for a minimum of three years The 2-Year Upgrade Program allows for a device upgrade following a full 24 months of use at the government flat rate purchase price. offering existing FCPS and FCG Corporate-Liable Active Units who purchase their discounted device based on the 1-Year Net Price with a Minimum Service Term of 12 months the ability to upgrade or replace that device after 12 months of continuous service,	Office of the Deputy Director for Administration	Renee Bryant
RJH Air Conditioning & Refrigeration Services									
The Children's Guild, Inc.	\$725,545.60	0100 Local	Sole Source	Therapeutic Group Home	10/1/2016	9/30/2017	F.4 Deliverables: Mandatory and Unusual Incident Reporting, Progress Notes, OYE pre and post assessment, First Source Requirement, Emergency Response Plan and training provisions for emergency Response Plan and Quarterly Expenditure Report.	Program Operations	Ransom Washington
Youth For Tomorrow	\$66,058.85	Local	Emergency	Therapeutic Group Home	12/13/2016	4/12/2017	F.4 Deliverables: Mandatory and Unusual Incident Reporting, Progress Notes, OYE pre and post assessment, First Source Requirement, Emergency Response Plan and training provisions for emergency Response Plan and Quarterly Expenditure Report.	Office of Well Being	Ransom Washington

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Childrens Choice of MD	\$381,614.11	Federal	Competitive	MD Home Licensing	11/18/2017	9/30/2018	Provider Monthly/ Quarterly monitoring report. Social worker caseload roster. In-service training calendar, training description, log of participants. Agency monthly monitoring report. Licensure checklist.	ODDA	Ransom Washington
Sasha Bruce Youthworks	\$226,320.00	Federal	Sole Source	Emergency Shelter Placement	10/29/2017	10/28/2018	Conduct an education assessment of each client (s). Monitor the academic progress, provide remedial assistance and counseling. Social service plan for client (s). Implement action plan for client (s). Implement discipline mechanism for client (s)	ODDA	Ransom Washington
Adoptions Together, Inc. (ATI)	\$9,430.00	Federal	Sole Source	Competing Adoptions Petition (MD, DC)	11/12/2017	11/11/2018	Unusual incidents report, monthly progress report, and quarterly program and inventory reports.	ODDA	Ransom Washington
The Salvation Army	\$90,000.00	Federal	Competitive	Transition Housing	11/22/2017	9/30/2018	Individual Service Plans: Contractor shall provide service plans, including any goals, outcomes, or items outlined in section 5.4.2. Monthly Client Roster: Contractor shall provide monthly client rosters, including admission and discharge dates. Fiscal Report: Contractor shall provide a quarterly, fiscal expenditure report that includes information per discussions with CFSA. Respond to referrals within 24 hours. Unusual Incidents: Aftercare Plans: Program Rules and Unfavorable Discharge Process: The contractor shall provide a copy of program rules, rights and responsibilities, the mechanism by which participants become aware of program rules and rules' violations and the process the contractor's unfavorable discharge policy and process.	OWB	Nicole Gilbert
The Mecca Group	\$209,500.00	Local	Competitive	One to One Services	11/1/2017	10/31/2018	Behavior Intervention Plan Monthly Progress Report Data Tracking Sheets Sign in Sheet Unusual Incident report to CFSA hotline, supervisory social worker, CA and program manager of the Program Monitoring Division. Invoices	OWB	Kristal Thomas
Far Southeast FSC	\$743,408.00	Local/Federal	Sole source	Community based Child Welfare Services.	10/1/2017	9/30/2018	Serve as a community Hub in its designated service area that facilitates the provision of the development and delivery of a full array of community resources and supportive services needed by families that comes to the attention of the child welfare system.	Community Partnerships	Ransom Washington
Coordinated Care Services, Inc.	\$217,507.50	Federal	Sole Source	Title IV-E System Evaluation Services	12/4/2017	12/3/2018	Evaluation plan, interim evaluation report, final evaluation report, public-use data and documentation and semi-annual progress report.	Community Partnerships	Brittney Hannah
Sivic Solution Group, Inc.	\$165,765.45	Local/Federal	Competitive	Organizational Infrastructure Improvement Project	10/8/2017	3/7/2018	Submission of project plan and schedule 30 days after award; submission of RMS quarterly results(response and analysis report); RMS desk guide for social workers and supervisors; monthly project reports, cost and quality assurance review, and conferences call hosting and meeting ntes.	ODDA	John Simmons
Analytica	\$202,600.00	Federal	Solv Source	Data Dashboard	10/1/2017	9/30/2018	Project Plan with phases, milestones, task and schedules for the Dashboard; weekly status briefings; Road Map for future expansion of the dashboard	ODDA	David Elges
Center for the Study of Social Policy	\$665,900.00	Local	Sole Source	Court Monitor	10/1/2017	9/30/2018	Provide ongoing court-ordered independent assessment of the District's progress in complying with the Lashawn A. v Bowser Implementation and Exit Plan. Hold bi-weekly meetings with the CFSA Director to review	OPPPS	Michele Rosenberg

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Total Healthcare Solution, LLC	\$93,000.00	Local	Competitive	Physician Services	10/13/2017	10/12/2018	Reports: assessments/care plans Client (patient & staff) Education curriculum Monthly data Weekly client visitation schedule As indicated during program development Quarterly Program Evaluation shall include a review of the appropriateness, quality and timeliness of each service, as well as achievement of program objectives.	OWB	Charmene Johnson
God's Anointed New Generations	\$1,498,105.17	Local	Competitive	Teen Bridge	10/5/2017	10/4/2018	Mandatory and Unusual Incident Reporting Progress Notes Monthly Report, with format to be provided by CFSA after award First Source Requirement Emergency response Plan and training provisions for Emergency response Plan Quarterly Expenditure Report Organizational Chart Abscondence Tracking Sheet	Program Operations	Ransom Washington
Georgia Avenue FSC	\$1,891,347.00	Local	Sole Source	Community Based Child Welfare Services.	10/1/2017	9/30/2018	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Community Partnerships	Ransom Washington
Adoptions Together	\$648,100.46	Local	Competitive	Pre/Post Permanency Services	10/1/2017	9/30/2018	Unusual incidents report, monthly progress report, and quarterly program and inventory reports.	ODDA	Ransom Washington
Munir Malik	\$3,875.00	Local	Small Purchase	Sanitarian Services	10/1/2017	9/30/2018	Deliverable: -Weekly Time Sheets	OPPPS	Donna Ball
Devereux-Georgia	\$903,906.85	DCM/Local	Sole Source	Psychiatric Residential Treatment	10/1/2017	9/30/2018	Deliverable: - Prepare Comprehensive Discharge Summary - Prepare Monthly Progress Report - Prepare Unusual Incidents Report	OWB	Jennifer Etienne Valtrin
Collaborative Solutions for Communities	\$400,423.62	Local	Sole Source	Community based Child Welfare Services.	10/1/2017	9/30/2018	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Community Partnerships	Ransom Washington
Lutheran Social Services of the National Capital Area	\$239,819.30	Local	Competitive	FB Therapeutic Services	10/1/2017	1/31/2018	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
PSI Family Services, Inc.	\$239,518.76	Local	Competitive	FB Specialized Services	10/1/2017	3/31/2018	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
PSI Family Services, Inc.	\$233,949.79	Local	Competitive	FB Therapeutic: Teen Parent w/ 1 child	12/16/2017	3/31/2018	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
Latin American Youth Center	\$998,286.00	Local	Sole Source	FB Traditional Services	10/1/2017	9/30/2018	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
Carson Coles Cleaning Company, LLC	\$48,400.00	Local	Small Purchase	Homemaker Services	11/9/2017	11/8/2018	Homemaker services (non-holiday) Homemaker services (holiday) Heavy Duty Cleaning – Carpet Heavy Duty Cleaning – Cleaning Heavy Duty Cleaning – Extermination; This service will be authorized to address the safety or neglect issues that impact the child/family well-being. This service will be authorized to address the safety or neglect issues that impact the child/family well-being.	Community Partnership	Nicole Cobbs-Stern

ATTACHMENT Q6-FY 18 CONTRACTS									
a.) Vendor Name	b.) Contract Amount	c.) Funding Source (local, federal, private, special revenue)	d.) Competitive or Sole Source	e.) Contract Purpose - Description of Services	f.) Contract Term Begin	Contract Term End	g.) Contract Deliverables h.) Contract Outcomes	i.) Program and activity Supported by contract	k.) Contract Administrator
Best Kids, Inc.	\$496,716.56	Federal	Competitive	Evidence-Based Volunteer Mentoring Program	11/26/2017	11/20/2018	Submit a monthly progress report Submit Mentee's written goals for the future Conduct an initial assessment using assessment tool(s) Submit Significant Changes and Emergency Reports Submit a written Unusual Incident Report Submit Status Reports Submit Criminal Misconduct Report Submit a Monthly Activity Report Submit referral and memorandum Submit Mentoring Plan (MP) Submit a quarterly progress report Submit a quarterly programming report	OWB	Tracey Talbert
Newport News Behavioral Health Center	\$55,410.00	Federal/Local	Emergency	Psychiatric Residential Treatment Services	10/27/2017	1/25/2018	Deliverable: - Prepare Comprehensive Discharge Summary - Prepare Monthly Progress Report - Prepare Unusual Incidents Report	Program Operations	Jennifer Etienne-Valtrin
DeSean C. Jones	\$54,080.00	Federal Grants	Competitive	Peer Parent Counselor	11/21/2017	11/20/2018	direct client support services working toward family reunification, attend RED team meetings, Family Team meetings and Case Planning meetings, participate in weekly home visits/and or phone calls. Participate in joint meetings with Child Welfare and Juvenile Court. assist parents with prioritizing goals and case planning requirements	Agency Programs	Ann Reilly
Jasmin Richerson	\$35,984.00	Federal Grants	Competitive	Peer Parent Counselor	10/1/2017	6/12/2018	direct client support services working toward family reunification, attend RED team meetings, Family Team meetings and Case Planning meetings, participate in weekly home visits/and or phone calls. Participate in joint meetings with Child Welfare and Juvenile Court. assist parents with prioritizing goals and case planning requirements	Agency Programs	Ann Reilly
Sunward Adventures, Inc.	\$100,000.00 (NTE)	Local Funds	Competitive	Travel Management Services	10/28/2017	10/27/2018	Alert Program Officials of potential waste, ongoing training as needed, reference guide in PDF version, provide adhoc reports within 24 hours of request.	ODDA	Renee Bryant
Sally Ilik	\$49,920.00	Federal Grants	Competitive	Peer Parent Counselor	10/1/2017	9/30/2018	direct client support services working toward family reunification, attend RED team meetings, Family Team meetings and Case Planning meetings, participate in weekly home visits/and or phone calls. Participate in joint meetings with Child Welfare and Juvenile Court. assist parents with prioritizing goals and case planning requirements	Program Operations	Ann Reilly
Merry C. Hudson	\$5,000.00	Local	Small Purchase	Hearing Examiner	10/2/2017	10/1/2018	Bi-weekly Time Sheets Render decisions	OPPPS	Tamara Rutland
Equifax Information Services	No Cost	Local	Small Purchase	Credit Protection Services	10/5/2017	10/4/2018	Retrieve credit reports for youth in care to Protect the identity and credit rating of youth in care	OPPPS	Andrea Reid
Alicia Hudson	\$2,950.00	Local	Small Purchase	Hearing Examiner	10/6/2017	10/5/2018	Bi-weekly Time Sheets Render decisions	OPPPS	Tamara Rutland

ATTACHMENT Q6-FY 18 CONTRACTS									
a.) Vendor Name	b.) Contract Amount	c.) Funding Source (local, federal, private, special revenue)	d.) Competitive or Sole Source	e.) Contract Purpose - Description of Services	f.) Contract Term Begin	Contract Term End	g.) Contract Deliverables h.) Contract Outcomes	i.) Program and activity Supported by contract	k.) Contract Administrator
East River FSC	\$3,761,405.00	Local	Sole Source	Community based Child Welfare Services.	10/1/2017	9/30/2018	Deliverables: Case Management Report (Case Management Services provided to Families) HFTC Collaborative case management activities provided to clients served as per funding by CFSA contract (family-specific) Coordination of Supportive Services Delivery Report (Supportive Services facilitated for Families) Detailed data on service provision requests (referrals); Youth Aftercare Report Client-Specific Data Staffing Report HFTC report on Staffing Array: Vacancies; Personnel Actions Quarterly Expenditures Report Progress on Outcome Measures Data relevant to Outcomes specified in contract Family Preservation (Waiver) Services Report Mid-Year Programmatic Progress Report Annual Report HFTC Collaborative Standard Operating Procedure Building Lease Fire/Safety Evacuation procedure Facility Follow up Report (CFSA co-located locations) 2015-2016 Collaborative Holiday Schedule/Site Specific Office Closure FY 16 ETO predetermined generated reports	Community Partnerships	Ransom Washington
Catholic Charities	\$929,673.54	Federal	Sole Source	Project Connect Services	10/1/2017	3/31/2018	Case Management Report Coordination of Supportive Services Delivery Report Client-Specific Data Staffing Report (weekend or holiday) Progress on Outcome Measures Family Preservation (Waiver) Services Report Mid-Year Programmatic Progress Report Annual Report Vacancy Report Fire/Safety Evacuation procedure Detailed Financial Report; Intensive in-home services, such as counseling, substance abuse monitoring, nursing, home-based parent education, parenting groups, and an ongoing support group for mothers in recovery as well as referrals for other services	Community Partnerships	Ransom Washington
KidsPeace National Centers, Inc.	\$996,102.25	Local	Sole Source	Psychiatric Residential Treatment	10/18/2017	10/17/2018	Deliverable: - Prepare Comprehensive Discharge Summary - Prepare Monthly Progress Report - Prepare Unusual Incidents Report	OWB	Kim Ray
Edgewood/Brookland FSC	\$2,969,501.87	Local	Sole Source	Community based Child Welfare Services.	10/1/2017	9/30/2018	Deliverables: Case Management Report , Coordination of Supportive Services Delivery Report, Client-Specific Data, Staffing Report, Quarterly Expenditures Report, Progress on Outcome Measures, Family Preservation (Waiver) Services Report, Mid-Year Programmatic Progress Report, HFTC Collaborative standard Operating Procedure, Building Lease, Fire/Safety Evacuation Procedure, Facility Follow up Report (CFSA Co-located locations, 2015-2016 Collaborative Holiday schedule/site Specific Office Closure and FY 16 ETO predetermined generated Reports	Community Partnerships	Ransom Washington

ATTACHMENT Q6-FY 18 CONTRACTS									
a.) Vendor Name	b.) Contract Amount	c.) Funding Source (local, federal, private, special revenue)	d.) Competitive or Sole Source	e.) Contract Purpose - Description of Services	f.) Contract Term Begin	Contract Term End	g.) Contract Deliverables h.) Contract Outcomes	i.) Program and activity Supported by contract	k.) Contract Administrator
Progressive Life Center, Inc.	\$954,599.93	Local	Sole Source	Project Connect Services	10/1/2017	9/30/2018	Case Management Report Coordination of Supportive Services Delivery Report Client-Specific Data Staffing Report (weekend or holiday) Progress on Outcome Measures Family Preservation (Waiver) Services Report Mid-Year Programmatic Progress Report Annual Report Vacancy Report Fire/Safety Evacuation procedure Detailed Financial Report; Intensive in-home services, such as counseling, substance abuse monitoring, nursing, home-based parent education, parenting groups, and an ongoing support group for mothers in recovery as well as referrals for other services	Community Partnerships	Ransom Washington
North Spring Behavioral Healthcare	\$684,840.00	Local	Sole Source	Psychiatric Residential Treatment Services	11/3/2017	11/2/2018	Deliverable: - Prepare Comprehensive Discharge Summary - Prepare Monthly Progress Report - Prepare Unusual Incidents Report	OWB	Jennifer Etrenne-Valtrin
Devereux-Florida	\$376,504.80	DCM/Local	Sole Source	Psychiatric Residential Treatment	1/1/2018	12/31/2018	Deliverable: - Prepare Comprehensive Discharge Summary - Prepare Monthly Progress Report - Prepare Unusual Incidents Report	OWB	Kristal Thomas
KidsTLC, Inc.	\$180,865.83	Local	Sole Source	Psychiatric Residential Treatment services	12/22/2017	12/21/2018	Deliverable: - Prepare Comprehensive Discharge Summary - Prepare Monthly Progress Report - Prepare Unusual Incidents Report	OWB	Jennifer Etienne-Valtrin
Catholic Charities	\$466,669.00	Federal	Competitive	Mobile Crisis Stabilization	11/12/2017	5/11/2018	Mandatory and Unusual Incident Reporting Crisis Plan First Source Requirement Closure Summary Quarterly Expenditure Report	Program Operations	Brittany Hannah
The Children's Guild, Inc.	\$749,856.00	Local	Sole Source	Therapeutic Group Home	10/1/2017	9/30/2018	Deliverables: Mandatory and Unusual Incident Reporting, Progress Notes, OYE pre and post assessment, First Source Requirement, Emergency Response Plan and training provisions for emergency Response Plan and Quarterly Expenditure Report.	Program Operations	Ransom Washington
Latin American Youth Center	\$836,741.00	Local	Competitive	CC - ILP-Residential Units	12/21/2017	12/20/2018	Deliverables: - Mandatory and Unusual Incident Reporting - Progress Notes - OYE pre and post assessment - First Source Requirement - Emergency response Plan and training provisions for Emergency response Plan - Quarterly Expenditure Report	Program Operations	Ransom Washington
Courtney's House	\$99,998.12	Local	Sole Source	Technical assistance to staff for sexual trafficking for Child Victims and their Parent (Biological & Foster	11/16/2017	11/15/2018	Participate in CFSA CSEC Staffing (4.5) Update on progress for youth connected to service Data for Youth Engagement Data for Parent Engagement Provide in service training for staff Provide technical assistance for staff Quarterly Expenditure Report,	Agency Programs	Nadya Richberg
MVS, Inc.	\$4,928.90	Local	DCSS	Dell Service Tags	11/17/2017	11/16/2018	DELL DDPE EE Lic Service Tag: 67M7T02 Pro Support for Software - Dell Data \$9.80 \$4,900.00 Protection	IT	Thirumalai Ulaganathan
Arisys Corporation	\$132,974.40	Local	DCSS	Programmer & Software Tester	10/1/2017	9/30/2018	Deliverable: Bi-weekly timesheet Non-disclosure agreement	ODDA	Lori Peterson
Avid Systems	\$153,857.60	Local	Sole Source	Crystal Reports XI Developer – Level 3	10/1/2017	9/30/2018	Deliverable: Bi-weekly timesheet Non-disclosure agreement	ODDA	Lori Peterson
Maru Solutions Inc.	\$126,298.00	Local	DCSS	Oracle Developer - Level 3	10/1/2017	9/30/2018	Deliverable: Bi-weekly timesheet Non-disclosure agreement	ODDA	Lori Peterson
SIRC	\$153,857.60	Local	DCSS	Crystal Reports XI Developer – Level 3	10/1/2017	9/30/2018	Deliverable: Bi-weekly timesheet Non-disclosure agreement	ODDA	Lori Peterson
AT&T Mobility	\$688,276.00	Local	City-wide contract	Cell Phones	10/1/2017	6/30/2018	Wireless services for CFSA	ODDA	Jeneene Robinson

ATTACHMENT Q6-FY 18 CONTRACTS									
a.) Vendor Name	b.) Contract Amount	c.) Funding Source (local, federal, private, special revenue)	d.) Competitive or Sole Source	e.) Contract Purpose - Description of Services	f.) Contract Term Begin	Contract Term End	g.) Contract Deliverables h.) Contract Outcomes	i.) Program and activity Supported by contract	k.) Contract Administrator
Courage, LLC	\$138,240.00	Federal	DCSS	HSA Senior Business Analyst	10/12/2017	10/11/2018	Documentation of a recommended technical solution for developing an integrated, end-to-end application solution that meets federal compliance under the Comprehensive Child Welfare Information System (CCWIS) requirements. Documentation of comprehensive data quality plan for at least one (1) program area to reduce data duplication, integration of similar data elements, and streamline agency practice. Documentation of all non-functional requirements and criteria for new CCWIS application including delivery methodology, high level IT architecture, testing strategy, and business imperatives. This documentation must provide sufficient detail to support the creation and release of an agency's contract and procurement document (i.e. Request for Proposal, Invitation for Bid). Review and presentation of at least three (3) application prototypes that highlight optimized work flows improved data entry, and enhanced graphical interface. Documentation of a recommended solution for supporting a multi-browser application which leverages cloud based platforms and is mobile ready. Implementation of a formal change management process that guides and oversees the development and modular deployment of a new CCWIS application.	ODDA	Spencer Wilder
Ricoh USA, Inc.	\$480,516.84	Federal	GSA	Managed Print Services	1/2/2018	1/1/2019	Delivery of copier machines and Managed Print Services	ODDA	Nicole Greene
Seraaj Family Homes, Inc.	\$962,036.95	Local	Competitive	FB Traditional, Therapeutic, Specialized	1/1/2018	3/31/2018	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Program Operations	Ransom Washington
PSI Family Services, Inc.	\$2,134,951.41	Local	Competitive	Traditional: Teen Parent w/1 ch	1/1/2017	12/31/2017	DELIVERABLE REPORTS: Mandatory and Unusual Incident, Progress Notes, Weekly Census for Placement Services Reconciliation Unit, Complete ICPC Packets, Monthly Census and Monthly QA Spreadsheet.	Agency Programs	Ransom Washington
Shred-it USA, Inc.	\$15,000.00	Local	GSA	Secure Shredding Service	12/11/2017	12/10/2018	Secure and Timely Shredding services	ODDA	John Simmons
Meridian Imaging Solutions	\$2,593.20	Federal Grants	GSA	Copier for Court	3/2/2017	3/1/2018	Copier Machine	ODDA	Nicole Greene
Dr. Abyssinia Washington	\$150,000.00	Local	Sole Source	Clinical Consulting Services	11/18/2017	2/2/2018	Initial development of implementation support plan with CFSA identified staff members. This can include convening focus groups, discussions with staff memos, and other identified activities. Monthly work plan submitted with the implementation support outlined. Bi-weekly report on activities completed, lessons learned and recommendations. Quarterly presentation to leadership team as requested to discuss work completed and plans moving forward. Contractor will act as the lead on the Child Stress Disorders Checklist- Child Welfare (CSDC-CW) psychometric study and will partner with the trauma evaluation team to ensure that all information and deliverables related to the study are completed on time and in partnership with the NYU Child and Adolescent Psychiatry Clinical Coordinator, Stress, Trauma and Resilience Treatment Team	OWB	Coral Boswell
ILIFF Nursing & Rehab Center	\$223,084.35	DCM	Sole Source	Psychiatric Residential Treatment	1/1/2018	12/31/2018	Deliverable: - Prepare Comprehensive Discharge Summary - Prepare Monthly Progress Report - Prepare Unusual Incidents Report	OWB	Cheryl Durden

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Attachment Q6 - FY 17 GRANTS

Provider	Description	Start Period	Expiring Grant	Grant Monitor	Unit Price	Source of Funds	Deliverables/Outcomes	Corrective Action/ Technical Assistance Provided	Program Activity Supported by Grant
CAIT	Keeping DC Children and Youth Safe: Mandated Reporter Training in Spanish	10/1/2016	9/30/2017	Brandynicole Brooks	\$12,370	8200 Federal CJA	Quarterly/Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Children's Justice Act for Mandated Reporting
DC Children's Advocacy Center/Safe Shores	Consulting Services	10/1/2016	9/30/2017	Trista Davis	\$900,000	0100 Local	Monthly reports, detailed work plan, Unusual Incidents Report	None	Unaccompanied Infant
DC Children's Trust Fund	Community-Based Child Abuse Prevention Program (CBCAP)	10/1/2016	9/30/2017	Faryal Clouden	\$200,000	8200 Federal CBCAP	Administer the federal Community-Based Child Abuse Prevention (CBCAP) program; oversight and monitoring of two Parent Education and Support Project grants. Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Foster and Adoptive Parent Advocacy Center (FAPAC)	Co-Parenting Pilot Program	10/1/2016	9/30/2017	Lisa Edelen	\$250,000	0100 Local 8200 Federal	Quarterly reports, detailed work plan	None	Foster Care Resources
CAAB	Matched Savings Account	11/22/2016	11/21/2017	Nadya Richberg	\$120,000	8200 Federal	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Independent Living
East River Family Support Collaborative	Parent Education and Support Program	12/12/2016	12/11/2017	Faryal Clouden	\$100,000	8200 Federal 0100 Local	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Medstar Washington Hospital Center	Parent Education and Support Program	12/12/2016	12/11/2017	Faryal Clouden	\$100,000	8200 Federal 0100 Local	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Mary's Center for Maternal and Child Care, Inc.	Father-Child Attachment Program	12/12/2016	12/11/2017	Faryal Clouden	\$150,000	0100 Local 8200 Federal	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Healthy Babies Project	Parent Education and Support Program	12/27/2016	12/26/2017	Faryal Clouden	\$100,000	8200 Federal 0100 Local	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Collaborative Solutions for Communities	Parent Education and Support Program	12/27/2016	12/26/2017	Faryal Clouden	\$100,000	8200 Federal 0100 Local	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Mary's Center for Maternal and Child Care, Inc.	Home Visitation	12/28/2016	12/27/2017	Faryal Clouden	\$145,000	0100 Local 8200 Federal CBCAP	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Community Family Life Services	Home Visitation	1/4/2017	1/3/2018	Faryal Clouden	\$145,000	0100 Local 8200 Federal CBCAP	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Center for Child Protection and Family Support	To support and coordinate District's Citizen Review Panel	3/13/2017	3/12/2018	Andrea Reid	\$35,000	8200 Federal	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Neighborhood Legal Services Program	Family Preservation through Legal Aid	4/8/2017	4/7/2018	Danita Bailey	\$250,000	8200 Federal	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Mi Casa, Inc.	Intergenerational Supportive Housing Program	8/2/2017	8/1/2018	Tyanna Williams	\$350,000	Local	Quarterly/Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	

Attachment Q6 - FY 18 Grants

Provider	Description	Start Period	Expiring Grant	Grant Monitor	Unit Price	Source of Funds	Deliverables/Outcomes	Corrective Action/ Technical Assistance Provided	Program Activity Supported by Grant
CAIT	Keeping DC Children and Youth Safe: Mandated Reporter Training in Spanish	10/1/2017	9/30/2018	Brandynicole Brooks	\$12,370	8200 Federal CJA	Quarterly/Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Children's Justice Act for Mandated Reporting
DC Children's Advocacy Center/Safe Shores	Consulting Services	10/1/2017	9/30/2018	Trista Davis	\$900,000	0100 Local	Monthly reports, detailed work plan, Unusual Incidents Report	None	Unaccompanied Infant
DC Children's Trust Fund	Community-Based Child Abuse Prevention Program (CBCAP)	10/1/2017	9/30/2018	Faryal Clouden	\$200,000	8200 Federal CBCAP	Administer the federal Community-Based Child Abuse Prevention (CBCAP) program; oversight and monitoring of two Parent Education and Support Project grants. Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Foster and Adoptive Parent Advocacy Center (FAPAC)	Co-Parenting Pilot Program	10/1/2017	9/30/2018	Lisa Edelen	\$250,000	0100 Local 8200 Federal	Quarterly reports, detailed work plan	None	Foster Care Resources
CAAB	Matched Savings Account	11/22/2017	11/21/2018	Afrilasia Joseph-Phipps	\$120,000	8200 Federal	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Independent Living
East River Family Support Collaborative	Parent Education and Support Program	12/12/2017	12/11/2018	Faryal Clouden	\$100,000	8200 Federal 0100 Local	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Medstar Washington Hospital Center	Parent Education and Support Program	12/12/2017	12/11/2018	Faryal Clouden	\$100,000	8200 Federal 0100 Local	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Mary's Center for Maternal and Child Care, Inc	Father-Child Attachment Program	12/12/2017	12/11/2018	Faryal Clouden	\$150,000	0100 Local 8200 Federal	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Healthy Babies Project	Parent Education and Support Program	12/27/2017	12/26/2018	Faryal Clouden	\$100,000	8200 Federal 0100 Local	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Collaborative Solutions for Communities	Parent Education and Support Program	12/27/2017	12/26/2018	Faryal Clouden	\$100,000	8200 Federal 0100 Local	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Mary's Center for Maternal and Child Care, Inc	Home Visitation	12/28/2017	12/27/2018	Faryal Clouden	\$145,000	0100 Local 8200 Federal CBCAP	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Community Family Life Services	Home Visitation	1/4/2018	1/3/2019	Faryal Clouden	\$145,000	0100 Local 8200 Federal CBCAP	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
DC127	Foster Care Prevention Program	1/8/2018	1/7/2019	Brandy Hudson	\$150,000	Local	Quarterly/Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Foster Care Resources
Center for Child Protection and Family Support	To support and coordinate District's Citizen Review Panel	3/13/2018	3/12/2019	Andrea Reid	\$35,000	8200 Federal	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program
Neighborhood Legal Services Program	Family Preservation through Legal Aid	4/8/2018	4/7/2019	Danita Bailey	\$250,000	8200 Federal	Monthly Reports, Fringe Benefits Report, Non-Expendable Equipment Inventory Report, Unusual Incidents Report	None	Prevention services—CBCAP—community-based Child abuse prevention program

Contracts and Grants Oversight/Monitoring Plan:

CFSA's monitoring focuses on ensuring that the contractors the Agency contracts with, to include the private provider agencies and its grantees, are providing services in a manner that is consistent with best practices, and are satisfactory in quality.

The following highlights oversight and monitoring efforts by CFSA. This process is followed for all contracts not monitored by the Contracts Monitoring Division (CMD). The CMD is primarily responsible for the monitoring of placement contracts such as congregate care (group homes) and family based foster care contracts. The CMD also is responsible for the monitoring of the collaborative contracts.

Contracts: Each contract in excess of \$100,000 is entered into the District's E-Val system. This system sends email to the Contract Administrator (CA) at 30-day, 60-day, 90-days, and every 90-days thereafter from dcca.ocp@dc.gov, requiring the contractor's performance assessment for the previous period to be completed in the e-Val system. The CA also completes an annual evaluation at the end of the contract term.

In the event the CA experiences difficulties with the contractor's performance, a meeting is held with all parties to resolve the issues. CMD uses a performance improvement process to assist providers with improving performance. If this step does not resolve the issues, the Contracts and Procurement Administration issues a "Notice to cure - failure to perform". The contractor has 10 days after receipt of the notice to cure performance. If performance is not cured in a timely manner, the contract is terminated for default.

CFSA recently completed a review of all CA files. There were no substantial findings of non-compliance. Effective, FY2016, the Agency conducted random reviews of CA files each quarter.

CMD is responsible for the monitoring of congregate care, family based and the collaborative contracts. CMD monitors provide oversight daily, monthly, and quarterly to ensure providers are meeting the needs of children and youth. The following highlights oversight and monitoring efforts by the CMD.

Upon contract award, the CA meets with the contractor to review the contract requirements and explain the monitoring process. Contractors are provided with technical assistance to enable them to track performance trends.

Subsequently, the contract monitor conducts both monthly and quarterly site visits. During these visits, the following items are reviewed:

- Youth Record Reviews (based on census)
- Staff Record Reviews (100%)
- Staff Clearances
- Resource Homes Clearances (Family Based only)
- Physical Plant (Congregate Care facilities only)
- Youth and Staff Surveys (based on census)
- Desk audits [e.g. review of Unusual Incidents (UIs), weekly Resident Rosters, monthly Staff Rosters and Staff Schedules]
- Quarterly Evaluations (based on the fiscal year Oct. 1 – Sept. 30)
- Annual Evaluation (included with 4th quarter – aggregation of data)

As needed, the contract monitor may conduct a Special Oversight (announced or unannounced). On a monthly basis, the contract monitor reconciles and validates reports submitted by the Contractor to include monthly trending of unusual incidents. In addition, monthly partnership meetings are convened with Contractors and CFSA staff.

Grants: The CFSA grant coordinator provides grant monitor training to all grant monitors within CFSA. This takes place twice a year or as grant monitors changes. Grant monitor training includes CFSA grant making policy as well as educating grant monitors regarding the Office of Partnerships grant services by utilization of the citywide grants manual and sourcebook. Training includes maintaining grant records in accordance with District regulations and grant agreements as well as administration of site visits, documentation of grant activities, program changes, grant modifications and grant agreements deliverables/reports invoicing in PASS and last grant closeouts as required by district regulations. In addition, the Agency grant coordinator completes quarterly check-in's with all CFSA grant monitors to ensure compliance. This includes record-keeping, evaluation purposes, and ensuring fiscal responsibility. All grant monitors are required to keep a record that includes the grant agreement and modifications, invoices and deliverables to include reports of all site visits, and information regarding contacts with the grantee. Grant monitors are to ensure that administration of site visits include record-keeping, confidentiality of client information, and details of any evaluations.

Attachment Q7-FY 17 Contract Modifications

CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2012-C-0087	Anna Healthcare, Inc.	In-Home Nursing Services	12	11/21/2016	11/30/2016	6174.7	Charmene Johnson	Contract Extension	Federal
DCRL-2012-C-0087	Anna Healthcare, Inc.	In-Home Nursing Services	13	11/21/2016	11/30/2016	12497.26	Charmene Johnson	Additional Funding for contract extension	Federal
DCRL-2016-R-0002	East River Family Strengthening Collaborative	Community Child Welfare Services	9	10/1/2016	9/30/2017	\$ 4,607,524.84	Ransom Washington, Jr.	Option Exercise	Federal
DCRL-2016-R-0002	East River Family Strengthening Collaborative	Community Child Welfare Services	10	11/18/2016	9/30/2017	\$ 237,190.00	Ransom Washington, Jr.	Emergency Family Flex Funding	Federal
DCRL-2016-R-0002	East River Family Strengthening Collaborative	Community Child Welfare Services	11	12/29/2016	9/30/2017	\$ 15,266.33	Ransom Washington, Jr.	Youth Aftercare Cost	Federal
DCRL-2017-A-0020	Children National Medical Center	Medical Review Study	Base Yr.	12/16/2016	12/15/2017	\$ 30,000.00	Cheryl Durden	Base Year of Contract	Federal
DCRL-2017-C-0066	KidsPeace Medical Center	Psychiatric Residential Treatment Facility	Base Yr.	10/18/2016	209 days	\$ 249,952.87	Cheryl Durden	Base Year of Contract	Federal
DCRL-2017-C-0066	KidsPeace Medical Center	Psychiatric Residential Treatment Facility	Mod.1	12/22/2016	60 days	\$ 294,485.87	Cheryl Durden	Addition of 1 client for 60 days.	Federal
DCRL-2013-A-0115	Marsha Salus	Mastering the Art of Child Welfare Supervision	4	12/17/2016	12/16/2017	\$100,000.00	Brandynicole Brooks	Modification to exercise Option Year 3	Local
DCRL-2015-R-0021	Total Healthcare Solutions, LLC	Medical Support Services	6	11/20/2016	3/30/2017	\$201,108.25	Mary Morgan	Modification to add additional services (In-Home nursing services)	Federal
DCRL-2015-R-0021	Total Healthcare Solutions, LLC	Medical Support Services	7	12/1/2016	3/30/2017	\$0.00	Mary Morgan	Modification to correct term of Modification 6 dated November 30, 2016	Federal
DCRL-2013-D-0063	Phoenix Houses of the Mid-Atlantic, Inc.	Substance Abuse Treatment Services	10	11/11/2016	5/10/2017	NTE\$495,000.00	Valerie Kanya	Modification to exercise the balance of Option Year 3	Local
DCRL-2016-C-0030	Sasha Bruce	Emergency Shelter	5	10/26/2016	10/26/2016	\$203,325.00	Ransom Washington	Exercise Option Year One	Local
DCRL-2016-R-0010	American Bar Association	Emergency Shelter	4	10/1/2016	9/30/2017	\$34,999.00	Marie Morilus-Black	Exercise Option Year One	Federal
DCRL-2016-R-0068	Anu Family Services	Consulting and Training Services	1	11/13/16	5/12/2017	\$58,200.00	Eboni Gatewood-Crenshaw	Exercise Option Period One	Federal
DCRL-2013-R-0134A	Best Kids Inc.	Evidenced Based Mentoring Programs	7	11/26/2016	11/25/2017	\$0.00	Tracey Talbert	Exercise of Option Year 2	Federal
DCRL-2014-A-0113	Christine Arena	Quality Services Reviewer	MOD 13	11/22/2016	N/A	\$0.00	Maureen Williams-James	Administrative: CA Change	Local
DCRL-2014-A2-0084	Nancy Sarah Smith	Quality Services Reviewer	MOD 14	11/22/2016	N/A	\$0.00	Maureen Williams-James	Admin. Change: CA Change	Local
DCRL-2014-A3-0084	Sharan James	Quality Services Reviewer	MOD 14	11/22/2016	N/A	\$0.00	Maureen Williams-James	Administrative Change:CA Change	Local
DCRL-2016-R-0044	Delta T-Group	Contract Social Workers	MOD 7	11/22/2016	N/A	\$ -	Emily Velasquez	Administrative Change: Contractor deleted FTE w/CFSA	Federal
DCRL-2016-A-0083	Coles Group	First Aid/CPR Training	MOD 3	12/2/2016	N/A	NTE: 65,208.00	Brandynicole Brooks	Increase	Local
DCRL-2012-A-0091	AMA Analytical Services	Lead Analysis Services	5	10/3/2016	10/2/2017	\$35,700.00	Simone Sibert	Exercise of Option	Local
DCRL-2013-D2-0028	Catholic Charities	Mobile Crisis Services	8	11/10/2016	6/11/2017	\$500,000.00	Nicole Cobbs-Stern	Partial Exercise of Option	Local
DCRL-2014-R-0017	East River FSC	Parent Education and Support	4	12/27/2016	12/26/2017	\$98,000.00	Julie Fliss	Exercise of Option	Federal
DCRL-2014-R-0018	Collaborative Solutions for Communities	Parent Education and Support	4	12/27/2016	12/26/2017	\$98,000.00	Julie Fliss	Exercise of Option	Federal
DCRL-2015-R-0128	KidsTLC, Inc.	Psychiatric Residential Treatment services	2	11/30/2016	12/21/2016	\$0.00	Jennifer Etienne-Valtrin	Administrative change	Local
DCRL-2015-R-0128	KidsTLC, Inc.	Psychiatric Residential Treatment services	3	12/21/2016	12/21/2016	\$35,250.00	Jennifer Etienne-Valtrin	Adding Program to scope	Local
DCRL-2015-R-0128	KidsTLC, Inc.	Psychiatric Residential Treatment services	4	12/21/2016	6/11/2017	\$251,528.66	Jennifer Etienne-Valtrin	Exercise of Option	Local
DCRL-2015-R-0128	KidsTLC, Inc.	Psychiatric Residential Treatment services	5	12/21/2016	6/11/2017	\$0.00	Jennifer Etienne-Valtrin	Administrative change	Local
DRCL-2013-H-0039A	National Center for Children and Families	Traditional: Teen Parent with 1 Child; Therapeutic: Teen Parent w/2 Children	M028	11/30/2016	1/31/2017	\$0.00	Ransom Washington	Added option year 3 to the Human Care Agreement; and revised Price Schedule and U.S. DOL Wage Determination.	LOCAL
DRCL-2013-H-0039A	National Center for Children and Families	Traditional: Teen Parent with 1 Child; Therapeutic: Teen Parent w/2 Children	M029	12/12/2016	1/31/2017	\$0.00	Ransom Washington	Exercise partial option period, See M029	LOCAL
DRCL-2013-H-0039A	National Center for Children and Families	Traditional: Teen Parent with 1 Child; Therapeutic: Teen Parent w/2 Children	M029A	12/12/2016	1/5/2017	\$984,390.20	Ransom Washington	Modification M029A amend M029 changing price from \$986,822.55 to \$984,390.20.	LOCAL
DCRL-2013-H-0039C	PSI Family Services, Inc.	Traditional; Teen Parent w/1 Child	M014	12/12/2016	1/31/2016	\$0.00	Ransom Washington	Revised the Living Wage rates adjusted to \$13.84 per hour effective 1/1/16. Changed Contract Administrator.	LOCAL

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CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2013-H-0039C	PSI Family Services, Inc.	Traditional; Teen Parent w/1 Child	M017	11/18/2016	12/31/2016	\$3,038.20	Ransom Washington	Traditional Case Management maximum number of clients increased from 4 to 50 and Traditional Foster Maintenance maximum number of clients increased from 47 to 48, effective 3/14/16. Revised price schedule.	LOCAL
DCRL-2013-H-0039J	Latin American Youth Center	Traditional: Teen Parent w/1 Child, Teen Parent w/2 Children	M015	10/1/2016	3/29/2017	\$877,143.76	Ransom Washington	Added option 3 to the Human Care Agreement for six (6) months and revised price schedule. Revised DOL Wage Determination.	LOCAL
DCRL-2013-H-0039J	Latin American Youth Center	Traditional: Teen Parent w/1 Child, Teen Parent w/2 Children	M016	10/1/2016	3/29/2017	\$0.00	Ransom Washington	Price Schedule B.4.4R replaced price schedule B.4.4 in M015.	LOCAL
DCRL-2016-C-0001	Collaborative Solutions or Communities	Community Based Child Welfare Services	M010	10/1/2016	9/30/2017	\$2,061,800.00	Ransom Washington	Sections: B.4.11, B.5.1, B.6.1, B.6.2 and B.7.1 deleted replace with B.4.11R, B.5.R1, B.6.1R, B.6.2R and B.7.1R.	LOCAL
DCRL-2016-C-0001	Collaborative Solutions or Communities	Community Based Child Welfare Services	M011	10/1/2016	9/30/2017	\$2,061,800.00	Ransom Washington	Exercise of Option One	LOCAL
DCRL-2016-C-0001	Collaborative Solutions or Communities	Community Based Child Welfare Services	M012	10/1/2016	1/31/2017	\$16,442.08	Ransom Washington	Administrative Allowance increase for youthcare and increase of cost reimbursement for transportation.	LOCAL
DCRL-2012-R-0059	Devereux Georgia	Psychiatric Residential Treatment Facility	Mod 11	10/1/2016	9/30/2017	\$903,906.85	Kristal Thomas	Modification to exercise Option Year 4	Federal/Local
DCRL-2015-C-0009	Munir Malik	Sanitarian Services	Mod 2	12/12/2016	9/30/2017	\$3,875.00	Donna Ball	Modification to add administrative language and to reduce contract total	Local
DCRL-2015-D-0078	Adoptions Together	Pre/Post Permanency Services	Mod 2	10/1/2016	12/31/2016	\$171,863.25	Trantina Waugh	Modification to exercise partial Option Year 1.	Local
DCRL-2015-D-0078	Adoptions Together	Pre/Post Permanency Services	Mod 3	12/16/2016	9/30/2017	\$0.00	Trantina Waugh	Modification to incorporate the progress of outcome reports and face to face counseling	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 10	10/1/2016	9/30/2017	\$1,845,212.49	Ransom Washington	Modification to exercise Option Year 1.	Local
DCRL-2014-C-0135	Care.com	Short Term Child Care Services	Mod 10	12/2/2016	9/30/2017	\$240,000.00		Modification to exercise partial Option Year 2	Local
DCRL-2016-C-0003	Edgewood/Brookland Family Support Collaborative	Community Based Child Welfare Services	M0008	10/1/2016	9/30/2017	\$4,875,031.55	Shontail K Cornewell	Exercise Option two	LOCAL
DCRL-2016-C-0003	Edgewood/Brookland Family Support Collaborative	Community Based Child Welfare Services	M0009	12/29/2016		\$13,807.42		Modification to add additional cost to the CLIN's	LOCAL
DCRL-2017-R-0007	Latin American Youth Center	Teen Bridge Program	M0001	11/23/2016		\$58,027.29	Cedet Francois	Modification to increase the contract amount from \$99,001.65 by \$58,027.29 to \$157,028.94	LOCAL
DCRL-2017-R-0004	The Children's Guild Inc.	Therapeutic Group Home Services	M0001	10/12/2016		\$121,209.60	Billie Baker	Modification to increased clients from 4 to 5.	LOCAL
DCRL-2017-R-0004	The Children's Guild Inc.	Therapeutic Group Home Services	M0002	12/6/2016		\$104,432.00		Modification to increased clients from 5 to 6.	
DCRL-2016-A-0065	Premier Suppliers	Consumer Electronics	1	11/13/2016	11/13/2016	\$58,200.00	Tanya Trice	Exercise Option Period One	Federal

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CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2016-A-0068	Anu Family Services	Consultation and Training Services	1	11/13/2016	11/13/2016	\$58,200.00	Eboni Gatewood-Crenshaw	Exercise Option Period One	Federal
DCRL-2016-A-0083	Coles Group	First Aid/CPR Training	MOD 3	12/2/2016	N/A	NTE: 65,208.00	Brandynicole Brooks	Increase	0100 Local
DCRL-2015-R-0021	Total Healthcare Solutions, LLC	Medical Support Services	6	11/20/2016	3/30/2017	\$201,108.25	Mary Morgan	Modification to add additional services (In-Home nursing services)	Federal
DCRL-2015-R-0021	Total Healthcare Solutions, LLC	Medical Support Services	7	12/1/2016	3/30/2017	\$0.00	Mary Morgan	Modification to correct term of Modification 6 dated November 30, 2016	Federal
DCRL-2015-B-0008	CASA Furniture, Inc.	Youth Furniture Supplies and Services	4	10/1/2016	9/11/2017	NTE\$473,972.60	Carolyn Brockman	Partial Exercise of Option	0100 Local
DCRL-2013-C-0018	Magnificus Corporation	Physician Services	M0006	11/1/2016	10/31/2017	\$122,905.56	Charmene Johnson	Exercise option four	Local
DCRL-2014-F-0062	Analytica, LLC.	Data Dashboard	M0005	10/1/2016	9/30/2017	\$202,350.00	Brady Birdsong	Contract extended to provide operation and maintenance services for CFSA Data Visualization system in support of the Dashboard.	Federal
DCRL-203-C-0135	Coordinated Care Services	System Evaluation Services	M0009	11/1/2016	12/3/2017	\$24,937.50	Julie Fliss	Mod to add additional hour TitleIV-E 3rd party evaluation services and DC CrossConnect	Federal
DCRL-203-C-0135	Coordinated Care Services		M0010	11/1/2016	12/3/2017	\$217,567.50	Julie Fliss	Mod to exercise option year three	Federal
DCRL-203-C-0135	Coordinated Care Services		M0011	12/4/2016	12/3/2017	\$0.00	Julie Fliss	Mod to revised price schedule page.	
DCRL-2016-H-0034	God's Anointed New Generation	Teen Bridge Proram	M0001	11/18/2016	10/4/2017	\$0.00	Ransom Washington	Mod to add Faith Based Organization requirement .	Local
DCRL-2016-C-0004	Far Southeast Family Strengthening Collaborative	Community Base FMamily Child Welfare Services	M0007	10/1/2016	9/30/2017	\$6,626,220.00	Random Washington	Mod to exercise option year one of the contract.	Local
DCRL-2016-C-0004	Far Southeast Family Strengthening Collaborative	Community Base FMamily Child Welfare Services	M0008	12/29/2016	9/30/2017	\$23,277.83	Random Washington	Modificat6ion tot add administrative and youth transportation services.	Local
DCRL-2015-2014	Shred-It USA, Inc.	On-Site Secure Shredding	M0003	12/2/2016	12/10/2016	\$5,000.00	John Simmons	Mod to increase the contract dollar amount	Federal
DCRL-2015-2014	Shred-It USA, Inc.		M0004	12/11/2016	12/10/2017	\$15,000.00	John Simmons	Mod to exercise option year two	Federal
DCRL-2016-C-0006	Sivic Solution Group, LLC	Organizational Infrastructure Improvement Project	M0001	10/8/2016	5/7/2017	\$225,312.50	John Simmons	Mod to exercise partial option.	Federal
DCRL-2014-A-0022A	Midtown Personnel, Inc.	Administrative Technician	M0003	12/3/2016	12/2/2017	\$50,064.96	John Simmons	Mod to exercised option year two.	Federal
DCRL-2015-C-0009	Munir Malik	Sanitarian Services	Mod 02	12/12/2016	9/30/2017	\$3,875.00	Donna Ball	Modification to add administrative language and to reduce contract total	Local
DCRL-2015-C-0009	Munir Malik	Sanitarian Services	Mod 03	10/1/2016	9/30/2017	\$3,875.00	Donna Ball	Modification to exercise Option Year Two	Local
DCRL-2015-D-0078	Adoptions Together	Pre/Post Permanency Services	Mod 02	10/1/2016	12/31/2016	\$171,863.25	Trantina Waugh	Modification to exercise partial Option Year One and Living Wage rates	Local
DCRL-2015-D-0078	Adoptions Together	Pre/Post Permanency Services	Mod 03	12/16/2016	9/30/2017	\$0.00	Trantina Waugh	Modification to incorporate the progress of outcome reports and face to face counseling	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 11	12/13/2016	9/30/2017	\$1,797,802.82	Ransom Washington	Modification to reduce price schedule.	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 12	12/13/2016	9/30/2017	\$200,000.00	Ransom Washington	Modification to revise price schedule for Mini Grant Project	Local
DCRL-2013-H-0039A	National Center for Children and Families	Traditional: Teen Parent with 1 Child; Therapeutic: Teen Parent w/2 Children	M028	11/30/2016	1/31/2017	\$0.00	Ransom Washington	Added option year 3 to the Human Care Agreement; and revised Price Schedule and U.S. DOL Wage Determination.	LOCAL
DCRL-2013-H-0039A	National Center for Children and Families	Traditional: Teen Parent with 1 Child; Therapeutic: Teen Parent w/2 Children	M029	12/12/2016	1/31/2017	\$0.00	Ransom Washington	Exercise partial option period, See M029	LOCAL
DCRL-2013-H-0039A	National Center for Children and Families	Traditional: Teen Parent with 1 Child; Therapeutic: Teen Parent w/2 Children	M029A	12/12/2016	1/5/2017	\$984,390.20	Ransom Washington	Modification M029A amend M029 changing price from \$986,822.55 to \$984,390.20.	LOCAL

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CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2013-H-0039C	PSI Family Services, Inc.	Traditional; Teen Parent w/1 Child	M014	12/12/2016	1/31/2016	\$0.00	Ransom Washington	Revised the Living Wage rates adjusted to \$13.84 per hour effective 1/1/16. Changed Contract Administrator.	LOCAL
DCRL-2013-H-0039C	PSI Family Services, Inc.	Traditional: Teen Parent w/1 Child	M017	11/18/2016	12/31/2016	\$3,038.20	Ransom Washington	Traditional Case Management maximum number of clients increased from 4 to 50 and Traditional Foster Maintenance maximum number of clients increased from 47 to 48, effective 3/14/16. Revised price schedule.	LOCAL
DCRL-2013-H-0039I	Seraaj Famiy Homes, Inc.	Traditional: Teen Parent w/1 Child; Theraeputic: Teen Parent w/1 Child, Teen Parent w/2 Children; Specialized	M020	11/14/2016	12/31/2016	\$3,123.38	Ransom Washington	Traditional Case Management maximum number of clients increased from 41 to 42 and Traditional Foster Maintenance maximum number of clients increased from 39 to 40, effective 11/14/16. Revised price schedule.	LOCAL
DCRL-2013-H-0039J	Latin American Youth Center	Traditional: Teen Parent w/1 Child, Teen Parent w/2 Children	M017	10/1/2016	3/29/2017	\$569,102.96		Exercise partial option 3.	LOCAL
DCRL-2013-H-0039J	Latin American Youth Center	Traditional: Teen Parent w/1 Child, Teen Parent w/2 Children	M018	10/1/2016	9/30/2017	\$1,178,868.31	Ransom Washington	Added option year three to the HCA and revised price schedule. Added Caseload to the HCA.	LOCAL
DCRL-2013-H-0039M	Lutheran Social Services of the National Capital Area	Therapeutic	M019	10/1/2016	3/29/2017	\$478,7611.56	Ransom Washington	Exercise partial option.	LOCAL
DCRL-2013-H-0039N	PSI Family Services, Inc.	Specialized	M013	10/1/2016	3/29/2017	\$466,850.84	Ransom Washington	Added option 3 to the Human Care Agreement for six (6) months and revised price schedule. Revised DOL Wage Determination.	LOCAL
DCRL-2013-H-0039N	PSI Family Services, Inc.	Specialized	M014	10/1/2016	3/29/2017	\$338,579.12	Ransom Washington	Price Schedule B.4.4R replaced price schedule B.4.4 in M013.	LOCAL
DCRL-2013-H-0039N	PSI Family Services, Inc.	Specialized	M015	10/1/2016	3/29/2017	\$338,579.12	Ransom Washington	Exercise partial option to caption DOL Wage Determination and Contract Recap.	LOCAL
DCRL-2013-H-0039O	PSI Family Services, Inc.	Therapeutic: Teen Parent w/1 Child	M021	11/18/2016	12/15/2016	\$0.00	Ransom Washington	Therapeutic: Case Management maximum number of clients decreased from 89 to 88 and Therapeutic Foster Maintenance maximum number of clients decreased from 85 to 84, effective 11/18/16.	LOCAL
DCRL-2013-H-0039O	PSI Family Services, Inc.	Therapeutic: Teen Parent w/1 Child	M022	12/16/2016	12/15/2017	\$3,293,295.09	Ransom Washington	Added option 3 to the Human Care Agreement for twelve (12) months and revised price schedule. Revised DOL Wage Determination.	LOCAL
DCRL-2013-H-0039O	PSI Family Services, Inc.	Therapeutic: Teen Parent w/1 Child	M023	12/16/2016	4/4/2017	\$992,500.30	Ransom Washington	Exercise partial option.	LOCAL

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CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2016-C-0001	Collaborative Solutions or Communities	Community Based Child Welfare Services	M010	10/1/2016	9/30/2017	\$2,061,800.00	Ransom Washington	Sections: B.4.11, B.5.1, B.6.1, B.6.2 and B.7.1 deleted replace with B.4.11R, B.5.R1, B.6.1R, B.6.2R and B.7.1R.	LOCAL
DCRL-2016-C-0001	Collaborative Solutions or Communities	Community Based Child Welfare Services	M011	10/1/2016	9/30/2017	\$2,061,800.00	Ransom Washington	Exercise of Option One	LOCAL
DCRL-2016-C-0001	Collaborative Solutions or Communities	Community Based Child Welfare Services	M012	10/1/2016	1/31/2017	\$16,442.08	Ransom Washington	Administrative Allowance increase for youthcare and increase of cost reimbursement for transportation.	LOCAL
DCRL-2016-C-0066	KidsPeace Medical Center	Psychiatric Residential Treatment Facility	Base Year	10/18/2016	4/27/2017	\$249,952.87	Cheryl Durden	Base Year of Contract	Federal
DCRL-2016-C-0066	KidsPeace Medical Center	Psychiatric Residential Treatment Facility	1	12/22/2016	60 days	\$44,533.00	Cheryl Durden	Extended stay of 1 client for 60 days.	Federal
DCRL-2017-A-0032	Hi-Tech Solutions, Inc	Printer Maintenance Services	BPA Exercise	12/2/2016	12/1/2017	\$21,000.00	Kimberly Pickett	BPA exercise of base year	Local
DCRL-2013-D2-0028	Catholic Charities	Mobile Crisis Services	11	11/12/2016	11/11/2017	\$836,886.70	Nicole Cobbs-Stern	Exercise of Option	0100 Local
DCRL-2013-D2-0028	Catholic Charities	Mobile Crisis Services	12	11/12/2016	11/11/2017	\$0.00	Nicole Cobbs-Stern	Administrative changes to the SOW	0100 Local
DCRL-2015-R-0128	KidsTLC, Inc.	Psychiatric Residential Treatment services	2	11/30/2016	12/21/2016	\$0.00	Jennifer Etienne-Valtrin	Administrative change	0100 Local
DCRL-2015-R-0128	KidsTLC, Inc.	Psychiatric Residential Treatment services	3	12/21/2016	12/21/2016	\$35,250.00	Jennifer Etienne-Valtrin	Adding Program to scope	0100 Local
DCRL-2015-R-0128	KidsTLC, Inc.	Psychiatric Residential Treatment services	4	12/21/2016	6/11/2017	\$251,528.66	Jennifer Etienne-Valtrin	Exercise of Option	0100 Local
DCRL-2015-R-0128	KidsTLC, Inc.	Psychiatric Residential Treatment services	5	12/21/2016	6/11/2017	\$0.00	Jennifer Etienne-Valtrin	Administrative change	0100 Local
DCRL-2017-R-0004	Therapeutic Group Home Services	The Children's Guild Inc.	M0001	10/12/2016	9/30/2017	\$121,209.60	Billie Baker	Modification to increased clients from 4 to 5.	LOCAL
DCRL-2017-R-0004	Therapeutic Group Home Services	The Children's Guild Inc.	M0002	12/6/2016	9/30/2017	\$104,432.00	Billie Baker	Modification to increased clients from 5 to 6.	LOCAL

ATTACHMENT Q7_ FY 18 CONTRACT MODIFICATIONS

CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
CFSA-2017-R-0004	The Children's Guild, Inc.	Therapeutic Group Home	M0002	10/1/2017	9/30/2018	\$749,856.00	Billie Baker	Exercise option year	LOCAL
DCRL-2015-R-0021	Total Healthcare Solutions, LLC	Medical Support Services	13	10/1/2017	8/24/2018	\$200,000.00	Mary Morgan	Exercise of the balance of Option Year 2 from 10/01/17	Federal
DCRL-2015-F-0070	Meridian Imaging Solutions	Court Copier	4	10/1/2017	3/1/2018	\$1,080.50	Gregg Holland	Exercise of balance of Option Year 2	Federal
DCRL-2015-D-0078	Adoptions Together	Pre/Post Permanency Services	Mod 5	10/1/2017	9/30/2018	-\$56,531.08	Ann Reilly	Modification to revise scope of work, decrease price schedule	Local
DCRL-2015-D-0078	Adoptions Together	Pre/Post Permanency Services	Mod 6	10/1/2017	9/30/2018	\$648,100.46	Ann Reilly	Modification to exercise Option Year Two	Local
DCRL-2015-C-0009	Munir Malik	Sanitarian Services	Mod 4	10/1/2017	9/30/2018	\$3,875.00	Donna Ball	Modification to exercise Option Year Three	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 16	10/1/2017	11/30/3017	\$290,269.19	Ransom Washington	Modification to exercise partial Option Year Two.	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 16B	10/1/2017	11/30/3017	No Cost	Ransom Washington	Administrative change	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 17	10/1/2017	9/30/2018	\$1,576,122.50	Ransom Washington	Modification to exercise partial Option Year Two.	Local
DCRL2016-C-0007	Center for Adoption Support and Education (CASE)	Clinical Family Therapy Services	Mod 03	10/1/2017	7/31/2018	\$88,890.99	Trantina Waugh	Modification to exercise partial Option Year One and Living	Local
DCRL-2015-D-0078	Adoptions Together	Pre/Post Permanency Services	Mod 5	10/1/2017	9/30/2018	-\$56,531.08	Ann Reilly	Modification to revise scope of	Local
DCRL-2015-D-0078	Adoptions Together	Pre/Post Permanency Services	Mod 6	10/1/2017	9/30/2018	\$648,100.46	Ann Reilly	Modification to exercise Option Year Two	Local
DCRL-2015-C-0009	Munir Malik	Sanitarian Services	Mod 4	10/1/2017	9/30/2018	\$3,875.00	Donna Ball	Modification to exercise Option Year Three	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 16	10/1/2017	11/30/3017	\$290,269.19	Ransom Washington	Modification to exercise partial Option Year Two.	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 16B	10/1/2017	11/30/3017	No Cost	Ransom Washington	Administrative change	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 17	10/1/2017	9/30/2018	\$1,576,122.50	Ransom Washington	Modification to exercise partial Option Year Two.	Local
DCRL2016-C-0007	Center for Adoption Support and Education (CASE)	Clinical Family Therapy Services	Mod 03	10/1/2017	7/31/2018	\$88,890.99	Trantina Waugh	Modification to exercise partial Option Year One and Living Wage rates	Local
DCRL-2016-R-0002	East River Family Strengthening Collaborative	Community Child Welfare Services	14	10/1/2017	11/30/2017	\$ 752,281.00	Ransom Washington, Jr.	Partial option 2 exercise.	Federal
DCRL-2017-R-0079	Catholic Charities	Project Connect Services	Letter Contract	10/1/2017	12/28/2017	\$ 464,183.40	Ransom Washington, Jr.	Letter Contract Executed	Federal
DCRL-2017-R-0079	Catholic Charities	Project Connect Services	1	10/1/2017	12/28/2017	\$ -	Ransom Washington, Jr.	Clarify start date of letter contract	Federal

ATTACHMENT Q7_ FY 18 CONTRACT MODIFICATIONS

CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2013-H-0039M	Lutheran Social Services of the National Capital Area	FB Therapeutic Services	23	10/1/2017	1/31/2018	\$466,935.95	Ransom Washington	Added Option Year 4 to facilitate family based foster care clients being transferred over to NCCF	Federal
DCRL-2013-H-0039N	PSI Family Services, Inc.	FB Specialized Services	17	10/1/2017	1/31/2018	\$286,027.26	Ransom Washington	Added Option year 4 to facilitate family based foster care clients being transferred over to NCCF	Federal
DCRL-2013-H-0039O	PSI Services Inc.	FB Therapeutic: Teen Parent with 1 child	25	10/1/2017	1/31/2018	\$422,909.23	Ransom Washington	Added Option year 4 to facilitate family based foster care clients being transferred over to NCCF	Federal
DCRL-2016-R-0007	Center for Adoption Support and Education (CASE)	Clinical Family Therapy Services		10/1/2017	7/31/2018	NTE: 88,890.99	Ransom Washington	Exercised remaining partial option	Federal
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 16A	10/2/2017	11/30/3017	\$24,955.31	Ransom Washington	Modification to exercise partial Option Year Two.	Local
DCRL-2016-R-0005	Georgia Avenue Collaborative	Community Based Child Welfare Services	Mod 16A	10/2/2017	11/30/3017	\$24,955.31	Ransom Washington	Modification to exercise partial Option Year Two.	Local
DCRL-2017-H-0045	Youth for Tomorrow	Therapeutic Group Home	MOD 2	10/3/2017	N/A	\$76,788.00	Ransom Washington, Jr.	Contract increased from \$321,920.00 to \$398,708.00	0100 Local
DCRL-2015-H8-0093	Boys Town of Washington, Inc.	Traditional Group Home - Boys	4	10/11/2017	5/22/2018	\$742,140.58	Ransom Washington	Increase CLIN 0001 from 6 to 12	Federal
DCRL-2015-H3-0093	Boys Town of Washington, Inc.	Traditional Group Home - Girls	4	10/11/2017	5/22/2018	\$748,360.53	Ransom Washington	Increase CLIN 0001 from 6 to 12	Federal
DCRL-2017-H-0027	Youth for Tomorrow	Teen Parent Program	MOD 1	10/17/2017	N/A	No Cost	Ransom Washington, Jr.	Administrative Change; Child Supervision changed to Daily supervision & Wage Determination incorporated	0100 Local
DCRL-2016-C-0066	KidsPeace Medical Center	Psychiatric Residential Treatment Facility	17	10/17/2017	10/17/2018	\$ 996,102.25	Cheryl Durden	Option 1 exercise	Federal
DCRL-2016-C-0003	Edgewood/Brookland Family Support Collaborative	Community Based Child Welfare Services	M0014A	10/19/2017	9/30/2018	\$0.00	Shontail Cornewell	Administrative change	LOCAL
DCRL-2013-H-0039I	Seraaj Family Homes, Inc.	FB Traditional, Therapeutic Specialized	24	10/19/2017	12/31/2017		Ransom Washington	Decreased therapeutic and increased traditional by 4	Federal
DCRL-2015-A-0014	RJH Air Conditioning & Refrigeration Services	Refrigeration Maintenance and Repair	4	10/25/2017	5/7/2018	\$0.00	Nicole Greene	Administrative change	0100 Local
DCRL-2015-F-0070	Meridian Imaging Solutions	Court Copier	5	10/26/2017	3/1/2018	No-cost	Nicole Greene	CA Change	Federal
	Total Healthcare Solutions, LLC	Medical Support Services	14	11/1/2017	11/30/2017	\$46,610.10	Mary Morgan	Modification to increase max hrs per day for Client J in FL from 14 hrs/day to 24 hrs/day for 11/01/17 though 11/30/17	Federal
DCRL-2012-F-0079	Ricoh USA, Inc.	Copiers	23	11/1/2017	11/30/2017	\$21,431.12	Renee Bryant	Modification to extend the contract through 11/30/17	local
DCRL-2018-R-0005	North Spring Behavioral Healthcare	Psychiatric Residential Treatment services	M0001	11/3/2017	11/2/2018	\$0.00	Jennifer Etienne-Valtrin	Administrative change	LOCAL
	Total Healthcare Solutions, LLC	Medical Support Services	15	11/9/2017	8/24/2018	No-cost	Charmene Johnson	Change the CA from Mary Morgan to Charmene Johnson	Federal
DCRL-2013-D2-0028	Catholic Charties Archdiocese of Wash	Project Connect Services	M0013	11/12/2017	5/11/2018	\$466,669.00	Nichol Cobbs-Sterns	Exercise option year	LOCAL

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CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2016-C-0012	Childrens Choice of MD	CWTA Training Services	2	11/17/2017	11/17/2017	\$381,614.11	Ransom Washington	Exercises partial Option Year One	Federal
DCRL-2017-R-0006	Dr. A. Washington Clinical Consulting, LLC	Clinical Consulting Services	MOD 1	11/18/2017	12/31/2017	\$40,000.00	Cora	Additional Funding for contract extension	Federal
DCRL-2016-R-0072	The Salvation Army - Turning Point	Transitional Housing Services	1	11/21/2017	11/21/2017	\$90,000.00	Nicole Gilbert	Exercise Option Year One	Federal
DCRL-2013-R-0134A	Best Kids Inc.	Evidenced Based Mentoring Programs	10	11/26/2017	11/25/2018	\$496,715.56	Tracey Talbert	Exercise of Option Year 3	Federal
DCRL-2016-C-0003	Edgewood/Brookland Family Support Collaborative	Community Based Child Welfare Services	M0015	12/1/2017	9/30/2018	\$2,474,584.90	Shontail Cornewell	Exercise option year	LOCAL
	Ricoh USA, Inc.	Copiers	24	12/1/2017	12/31/2017	\$21,431.12	Renee Bryant	Modification to extend the contract through 12/31/17	local
DCRL-2016-R-0002	East River Family Strengthening Collaborative	Community Child Welfare Services	15	12/1/2017	9/30/2018	\$ 3,761,405.00	Ransom Washington, Jr.	Definitized Contract execution.	Federal
DCRL-2016-R-0002	Collaborative	Community Child Welfare Services	15A	12/1/2017	3/30/2018	\$ -	Ransom Washington, Jr.	Revised Schedule B.	Federal
DCRL-2016-K-0112	RHG Group, Inc.	Shuttle Transportation Services	2	12/12/2017	1/2/2018	No cost	Renee Bryant	funded as used (Requirements CLIN) for Base through Option	Local
DCRL-2017-H-0045	Youth for Tomorrow	Therapeutic Group Home	MOD 1	12/13/2017	N/A	No Cost	Ransom Washington, Jr.	Exercise of Option Period	Federal
DCRL-2017-H-0027	Youth for Tomorrow	Teen Parent Program	MOD 2	12/13/2017	N/A	No Cost	Ransom Washington, Jr.	Living Wage Notice	0100 Local
DCRL-2017-A-0020	Children National Medical Center	Medical Review Study	1	12/16/2017	12/18/2018	\$ 35,000.00	Cheryl Durden	Option Year 1 Exercise	Federal
DCRL-2017-R-0079	Catholic Charities	Project Connect Services	3	12/19/2017	1/28/2018	\$ -	Ransom Washington, Jr.	Clarify end date of letter contract extension	Federal
DCRL-2016-H2-0033	Latin American Youth Center	ILP-Residential Units	M0005	12/21/2017	12/20/2018	\$796,678.20	Ransom Washington	Exercise option year	LOCAL
DCRL-2016-A-0083	Coles Group, LLC	CPR/First Aid	MOD 6	12/21/2017	N/A	No Cost	Cora	Living Wage Fact Sheet	
DCRL-2017-D-0024	Devereux Florida	Psychiatric Residential Treatment Facility	Mod 1	12/22/2017	12/31/2017	\$3,072.51	Jennifer Etienne-Valtrin	Modification to revised price schedule through Option Year Four to add Therapeutic Group Home services, auxiliary cost and Contract Administrator.	Federal/Local
DCRL-2017-D-0024	Devereux Florida	Psychiatric Residential Treatment Facility	Mod 1	12/22/2017	12/31/2017	\$3,072.51	Jennifer Etienne-Valtrin	Modification to revised price schedule through Option Year Four to add Therapeutic Group Home services, auxiliary cost and Contract Administrator.	Federal/Local
DCRL-2016-A-0011	My Sister's Place	DV Assessor Services	2	12/26/2017	12/26/2017	\$0.00	Nicole Gilbert	Standard Contract Provisions - Living Wage Adjustment	Federal
DCRL-2016-C-0027	Urban Alliance	Training and Mentoring Services	3	12/26/2017	12/26/2017	\$0.00	Tanya Trice	Standard Contract Provisions - Living Wage Adjustment	Local
DCRL-2016-C-0113	Total Healthcare Solutions, LLC	Healthy Horizon Medical Support Services	6	12/26/2017	12/26/2017	\$0.00	Charmene Johnson	Standard Contract Provisions - Living Wage Adjustment	Local
DCRL-2017-C-0028	The Mecca Group	Mental Health Services	1	12/26/2017	12/26/2017	\$0.00	Kristal Thomas	Standard Contract Provisions - Living Wage Adjustment	Local

ATTACHMENT Q7_ FY 18 CONTRACT MODIFICATIONS

CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2017-R-0079	Catholic Charities	Project Connect Services	2	12/29/2017	1/28/2018	\$ 154,274.86	Ransom Washington, Jr.	Extension of Letter Contract	Federal
	Total Healthcare Solutions, LLC	Medical Support Services	16	1/1/2018	8/24/2018	No-cost	Charmene Johnson	Living Wage rate update for 2018	Federal
DCRL-2013-D-0063	Phoenix Houses of the Mid-Atlantic, Inc.	Substance Abuse Treatment Services	12	1/1/2018	5/10/2018	No-cost	Valerie Kanya	Living Wage rate update for 2018	Local
	Ricoh USA, Inc.	Copiers	25	1/1/2018	1/31/2018	\$21,431.12	Renee Bryant	Modification to extend the contract through 01/31/18	local
DCRL-2014-R-0071	The Family Recovery Program	Recovery Support Services	7	1/1/2018	8/19/2018	No-cost	Valerie Kanya	Living Wage rate update for 2018	Federal
DCRL-2015-C-0100	Deloitte Consulting LLP	SACWIS Maintenance, Operations and Enhancements	4	1/1/2018	8/15/2018	No-cost	Spencer Wilder	Living Wage rate update for 2018	Local
DCRL-2016-R-0031	KVC Health Systems, Inc	TST Training	4	1/1/2018	8/25/2018	No cost	Coral Boswell	Living Wage rate update for 2018	Federal
DCRL-2017-D-0021	ILIFF Nursing and Reab	Psychiatric Residential Treatment Facility	Mod 03	1/1/2018	3/31/2018	\$97,384.89	Mary Morgan	Modification to exercise partial Option Year One and Living Wage rates	Federal/Local
DCRL-2017-D-0024	Devereux Florida	Psychiatric Residential Treatment Facility	Mod 2	1/1/2018	12/31/2018	\$505,612.15	Jennifer Etienne-Valtrin	Modification to revise the Living Wage rates.	Federal/Local
DCRL-2017-C-0054	PSI III Services	Short Term Child Care Services	Mod 1	1/1/2018	12/31/2018	No Cost	Sabine Campbell	Modification to revise the Living Wage rates	
DCRL-2018-R-0002	Devereux Georgia	Psychiatric Residential Treatment Facility	Mod 1	1/1/2018	9/30/2018	No Cost	Jennifer Etienne-Valtrin	Modification to revise the Living Wage rates.	Federal/Local
DCRL2016-C-0007	Center for Adoption Support and Education (CASE)	Clinical Family Therapy Services	Mod 04	1/1/2018	9/30/2017	\$17,837.01	Trantina Waugh	Modification to revise the Living Wage rates	Local
DCRL-2018-H-0011	Newport News Behavioral Health Center	Psychiatric Residential Treatment Services	0001	1/1/2018	12/31/2018	\$ -	Jennifer Etienne-Valtrin	Contract Extension	Federal
DCRL-2013-R-0134A	Best Kids Inc.	Evidenced Based Mentoring Programs	11	1/1/2018	11/26/2018	No cost	Tracey Talbert	Living Wage Act Fact Sheet and Notice Adjustment to \$14.20 per hour	Federal
DCRL-2015-H1-0093	Umbrella Therapeutic Services	Traditional Group Home-Boys	3	1/1/2018	4/28/2018	No cost	Ransom Washington	Living Wage Act Fact Sheet and Notice Adjustment to \$14.20 per hour.	Federal
DCRL-2015-H2-0093	GANG	ILP	1	1/1/2018	3/22/2018	No cost			
DCRL-2015-H3-0093	BoysTown of Washington, Inc.	Traditional Group Home - Girls	5	1/1/2018	5/22/2018	No cost	Ransom Washington	Living Wage Act Fact Sheet and Notice Adjustment to \$14.20 per hour	Federal
DCRL-2015-H8-0093	BoysTown of Washington, Inc.	Traditional Group Home-Boys	5	1/1/2018	5/22/2018	No cost	Ransom Washington	Living Wage Act Fact Sheet and Notice Adjustment to \$14.20 per hour	Federal
DCRL-2015-H10-0093	Maximum Quest	Traditional Group Home - Girls	2	1/1/2018	8/10/2018	No cost	Ransom Washington	Living Wage Act Fact Sheet and Notice Adjustment to 13.95 per hour	Federal
DCRL-2017-A-0040	Soul Source DBA Anglin Consulting Group	Interpreting Services	1	1/1/2018	4/10/2018	No cost	Kortney Washington	Living Wage Act Fact Sheet and Notice Adjustment to \$14.20 per hour	Federal

ATTACHMENT Q7_ FY 18 CONTRACT MODIFICATIONS

CONTRACT #	PROVIDER	PURPOSE OF CONTRACT	MOD NO.	START	END	MOD COST	MONITOR	REASON FOR MOD	FUNDING SOURCE
DCRL-2017-R-0006	Dr. A. Washington Clinical Consulting, LLC	Clinical Consulting Services	mod 2	1/1/2018	2/3/2018	\$16,538.00	Cora	Additional Funding for contract extension	
DCRL-2017-D-0021	ILIFF Nursing and Reab	Psychiatric Residential Treatment Facility	Mod 03	1/1/2018	3/31/2018	\$97,384.89	Mary Morgan	Modification to exercise partial Option Year One and Living Wage rates	Federal/Local
DCRL-2017-D-0024	Devereux Florida	Psychiatric Residential Treatment Facility	Mod 2	1/1/2018	12/31/2018	\$505,612.15	Jennifer Etienne-Valtrin	Modification to revise the Living Wage rates.	Federal/Local
DCRL-2017-C-0054	PSI III Services	Short Term Child Care Services	Mod 1	1/1/2018	12/31/2018	No Cost	Sabine Campbell	Modification to revise the Living Wage rates	
DCRL-2018-R-0002	Devereux Georgia	Psychiatric Residential Treatment Facility	Mod 1	1/1/2018	9/30/2018	No Cost	Jennifer Etienne-Valtrin	Modification to revise the Living Wage rates.	Federal/Local
DCRL2016-C-0007	Center for Adoption Support and Education (CASE)	Clinical Family Therapy Services	Mod 04	1/1/2018	9/30/2017	\$17,837.01	Trantina Waugh	Modification to revise the Living Wage rates	Local
DCRL-2016-K-0112	RHG Group, Inc.	Shuttle Transportation Services	3	1/3/2018	1/2/2019	\$255,089.24	Renee Bryant	Exercise of Option Year 1 (\$227,289.24 CFSA and OCTO \$27,800.00 to be funded by OCTO)	Local
DCRL-2015-R-0094	The Child and Welfare Policy and Practice Group	QSR Training	MOD 6	1/5/2018	N/A	No Cost	Maureen	Living Wage Act Notice	0100 Local
DCRL-2014-F-0103	EastBanc Technologies, LLC	Mobile App for Child Welfare Case Management	9	1/10/2018	6/8/2018	\$16,236.90	Kim Pickett	Maintenance of OYE App and Support	local
DCRL-2015-R-0094	The Child and Welfare Policy and Practice Group	QSR Training	MOD 7	1/11/2018	N/A	No Cost	Patrick Pratt	CA Change	0100 Local
DCRL-2017-H-0027	Youth for Tomorrow	Teen Parent Program	MOD 3	1/11/2018	N/A	No Cost	Ransom Washington, Jr.	Administrative Change	0100 Local
DCRL-2018-H-0011	Newport News Behavioral Health Center	Psychiatric Residential Treatment Services	0002	1/26/2018	2/25/2018	\$ 1,500.00	Jennifer Etienne-Valtrin		
DCRL-2017-R-0079	Catholic Charities	Project Connect Services	4	1/29/2018	3/31/2018	\$ 310,762.28	Ransom Washington, Jr.	Extension of Letter Contract	Federal
	Ricoh USA, Inc.	Copiers	26	2/1/2018	2/28/2018	\$27,668.12	Renee Bryant	Modification to extend the contract through 02/28/18 as well as cost for Hard Disk removal and surrender	local
DCRL-2016-A-0011	My Sister's Place	DV Assessor Services	3	2/1/2018	2/1/2018	\$0.00	Nicole Gilbert	Update contract with new CA poc	Federal
DCRL-2016-R-0072	The Salvation Army - Turning Point	Transitional Housing Services	2	2/1/2018	2/1/2018	\$0.00	Nicole Gilbert	Update contract with new CA poc	Federal
DCRL-2016-R-0079	The Young Womens Project	Youth Aftercare Services	6	2/1/2018	3/31/2018	\$ 138,593.97	Ransom Washington, Jr.	Partial Exercise of Option	Federal

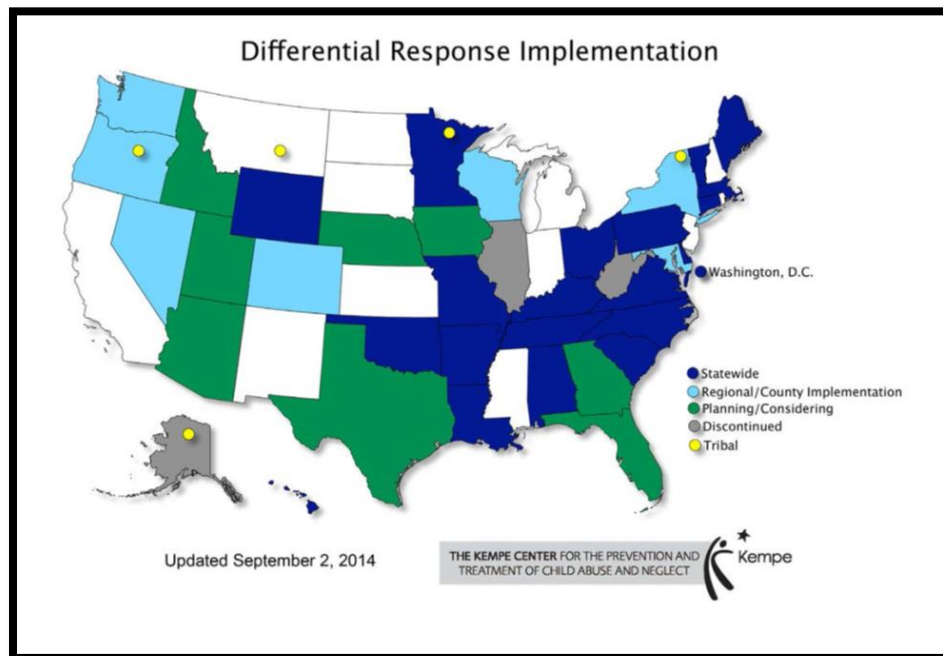
The CFSA Family Assessment Pathway: Assessment, Action Steps and Future Plans July 10, 2017

Purpose of the FA Assessment

This analysis reviews the functioning of CFSA’s Family Assessment pathway and lays-out immediate action steps and longer term plans.

History and Context

Since the mid-2000's, "Differential Response" (DR) has been a national model of interest for child welfare agencies working to improve the effectiveness of child protective services investigations. By 2014, more than 25 states had implemented DR regionally, by county, or statewide. Another eight states were planning for, or considering, the model.



In 2011, CFSA Entry Services adopted DR for its Child Protective Services (CPS) delivery system. The agency established an Investigations Administration and a Family Assessment Administration with a structured decision making process able to differentiate pathways for the referral, and distinct timeframes for intervention. The objective of CFSA's new DR system aligned with the American Humane Association's description of the practice:

“Within the framework of [a] dual track system, all responses continue to include a focus on child safety, the promotion of permanency within the family whenever possible, the authority of CPS to make decisions on placement and court involvement, the value of community services

and the need to respond to changing family circumstances that challenge or promote child safety. (*Protecting Children Journal*, 2008).

In 2015, the Institute for Applied Research (IAR) conducted an evaluation of the Family Assessment (FA) track at CFSA and “found no evidence that children were less safe in family assessments than in investigations.” The IAR review did not identify significant failures of the system *per se*, but neither did it find the system to be a highly effective application of the DR model.

Building on this assessment, a 2016 CSSP review of 33 randomly selected FA referrals found that nearly half (48%) were not high quality. Broadly, CSSP’s concerns focused on assessments being completed within the 45 day time limit, limited engagement with the family, and a lack of follow-up. CSSP also held focus groups with ES staff to surface details about the problems.

Concerns about the Functioning of the FA Pathway

Beginning in early 2017 -- and consistent with CSSP’s 2016 findings -- the new Deputy Director for Entry Services began to observe the extent to which the Family Assessment pathway had drifted from fidelity to the DR model as well as from its clinical purpose: to effectively engage children and families with diverse needs and circumstances. This drift was attributable to a number of specific problems:

- **Staffing shortages.** Staff’s use of medical/extended leave (DC has a generous Family and Medical Leave Act) as well as persistent vacancies, led to high caseloads. In the first five months of 2017, on average, approximately 40% of caseloads were at or below the 12 case thresholds (see Figures A-B).

Figure A

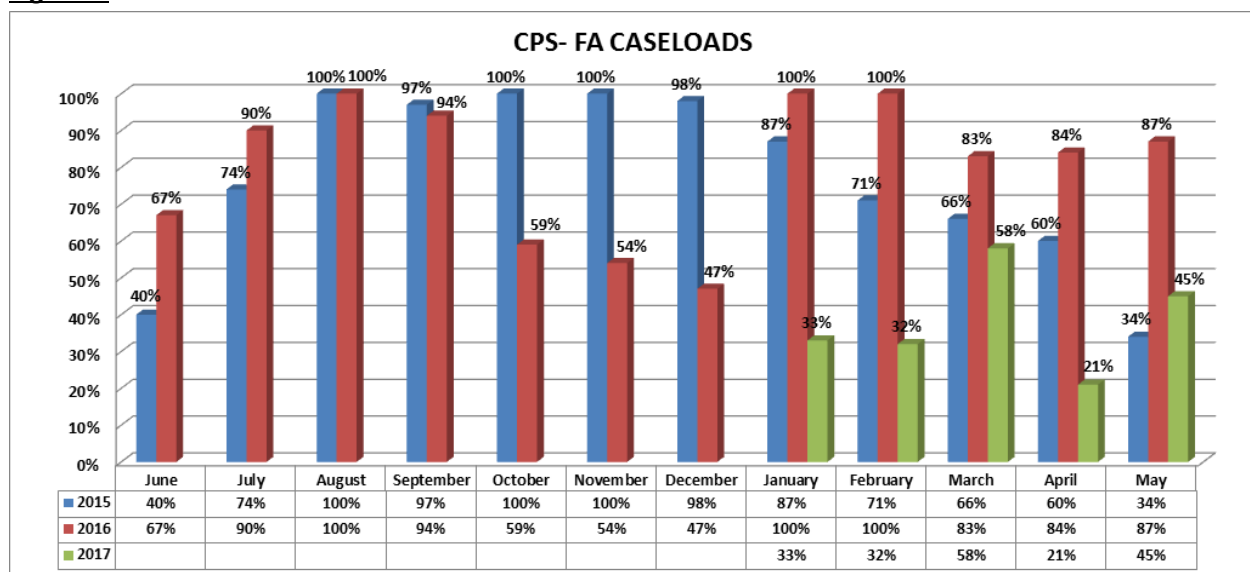


Figure B

There was an overall slight increase in the average caseload compliance from 2015 to 2016 from an average of 77.25% in 2015 up to 80.4% in 2016. Currently, 2017 is tracking at an average of 38% for compliance which is a 58% decrease in compliance compared to the months of January-May of 2016:

	January	February	March	April	May	Total Average
2015	87	71	66	60	34	63.6
2016	100	100	83	84	87	90.8
2017	33	32	58	21	45	37.8

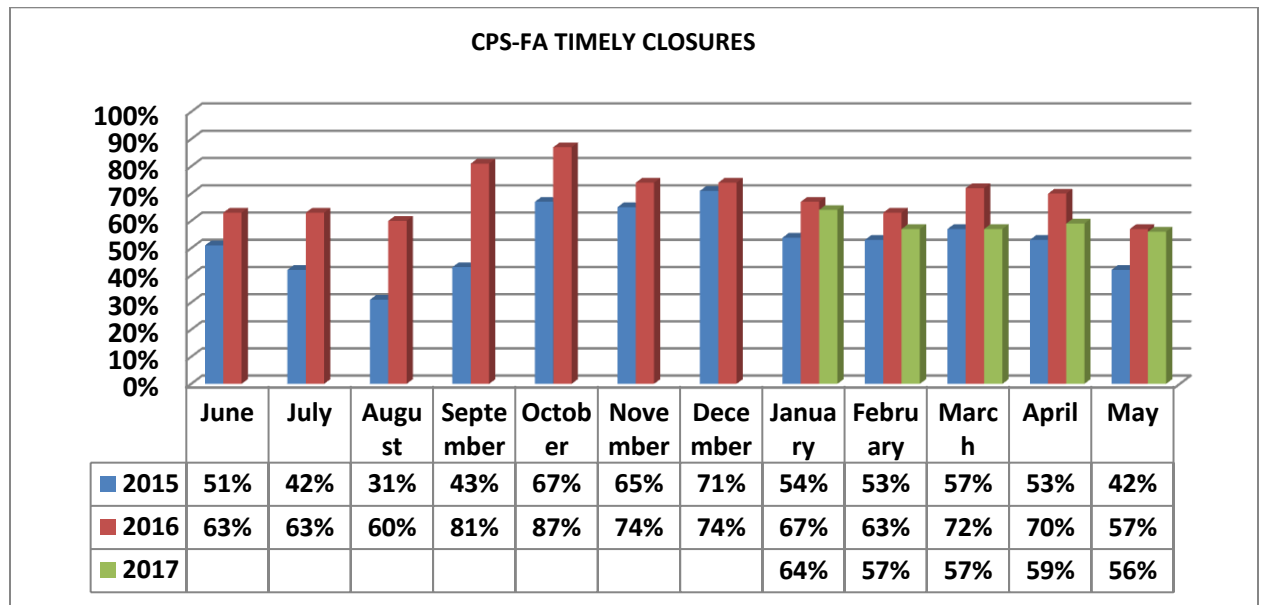
- **Insufficient diligent search.** FA did not utilize agency support to locate families until DSU was relocated to ES. FA was not aware that they could request additional assistance from DSU until recently and has now begun to see the results of incorporating this advanced search assistance in entering residential buildings, verifying addresses and other search information to add to the social worker's ability to complete assessments in a timely manner.
- **Hotline challenges.** Problems in the functioning of the hotline – e.g., poor customer service; incomplete information-gathering; and inability to synthesize and document information in a timely manner – were negatively impacting FA, as they were all aspects of Entry Services and early-stage casework and planning in other administrations. For example, poor customer service at the hotline exacerbated the challenges in subsequent engagement of families; incomplete information-gathering slowed and/or lowered the quality of pathway decision-making.
- **Bifurcated organizational structure.** CFSA's DR structure, in which traditional investigations and family assessments operate under two separate administrations has led to confusion about authority over case decisions, intra-administration resentments, failures in practice, lowered understanding about the essential child protection mission, and the lack of a high-functioning team environment. For example, many FA requests for CPS-I conversion were based on an inability to engage the family after minimal attempts, as opposed to being based on an assessment of higher risk levels and/or the need for a substantiation.
- **General confusion about FA.** Within Entry Services, across the agency, and even among external partners, there has been a persistent lack of understanding about FA itself and its role relative to CPS-I. This lack of clarity has led to diminished supervision and lower performance among FA workers who often struggle to understand and achieve the basic premise of the assessment track: to effectuate change by developing an allegiance with families and assisting them to identify and ameliorate the safety concerns regarding their children.

Together, these problems have contributed to several core deficiencies in FA functioning:

1. Incomplete assessments where previous history or collateral contacts were not collected and/or incorporated into the assessment. Living environments were not fully assessed due to access or parental cooperation and presenting safety concerns were still unresolved at case closure.

2. Failure to move cases to closure within the specified 45 day timeframe with further delays in transfer to community partnerships or the Collaboratives for on-going support (see Figure C).

Figure C



TIMELY CLOSURE DATA NOTE: Meeting the compliance rate of 90% for safe, timely closure has been extremely difficult. It is important to note, however, that the two months during which the administration was able to come closest were September & October 2016. It is no coincidence that these were the same two months in which caseloads were close to the 90% compliance. Caseload balance and timely closures are closely correlated.

3. On-going excessive conversions to CPS-I (see Figures D-E).

Figure D:

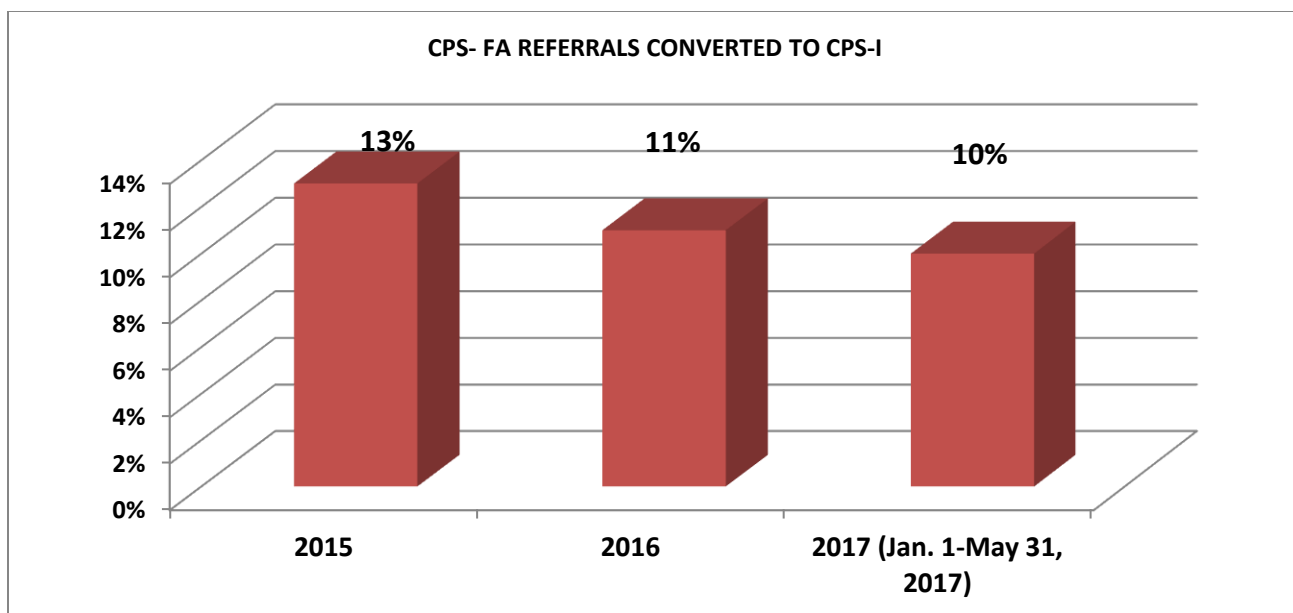


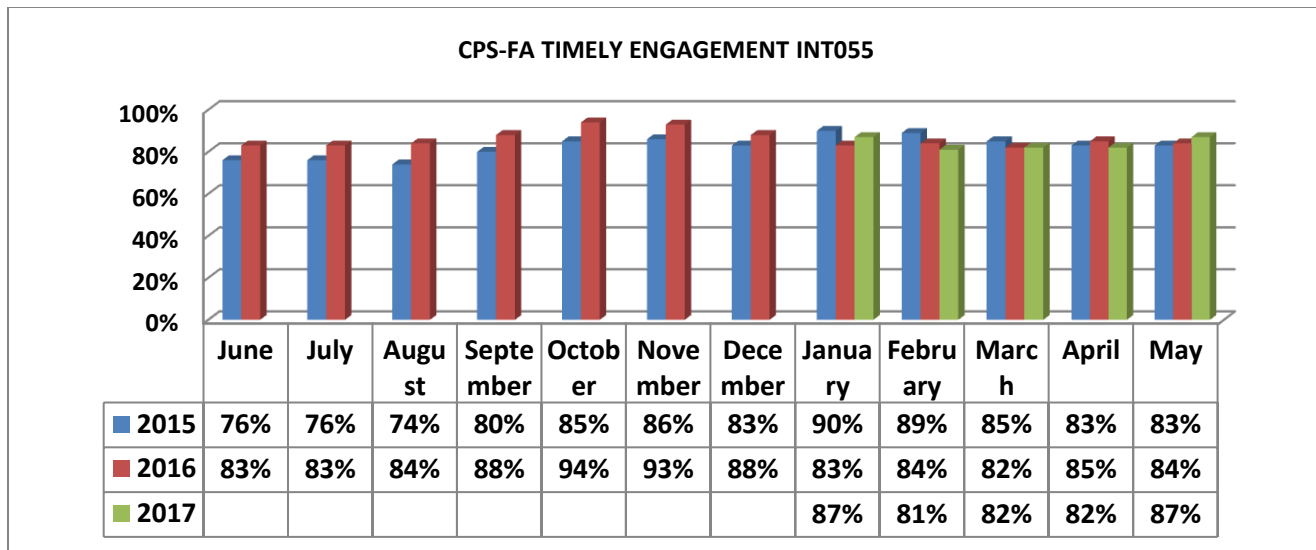
Figure E:

CPS-FA CONVERSION DATA: There has been a steady decline in the percent of referrals that are being converted to CPS-I as a closure reason. This is the result of a concerted effort to make sure that CPS-FA social workers are using all of the resources available to engage a family before involving CPS-I as a remedy for the inability to engage or contact. With the soon-to-be-implemented Deputy Director approval process, we should see an additional decline in this area.

	2015	2016	2017
CPS-FA REFERRALS CLOSED	2661	3336	1767
REFERRALS CONVERTED TO CPS-I	333	373	178

4. Lack of timely and robust family engagement to adequately address safety concerns (see Figure F).

Figure F



TIMELY ENGAGEMENT DATA NOTE: There was a 3.6% increase in timely engagement from 2015 to 2016 but a 2.6% decrease in performance as of May 2017.

5. Most troublingly, seven out of 14 child fatality cases between December 19, 2016 and May 12, 2017 had some level of prior FA involvement. After a close case-by-case analysis, our conclusion is that a primary factor has been a focus on the delivery of concrete services (e.g., cribs and food vouchers), in lieu of the necessary clinical assessment or engagement of families.

Actions Taken

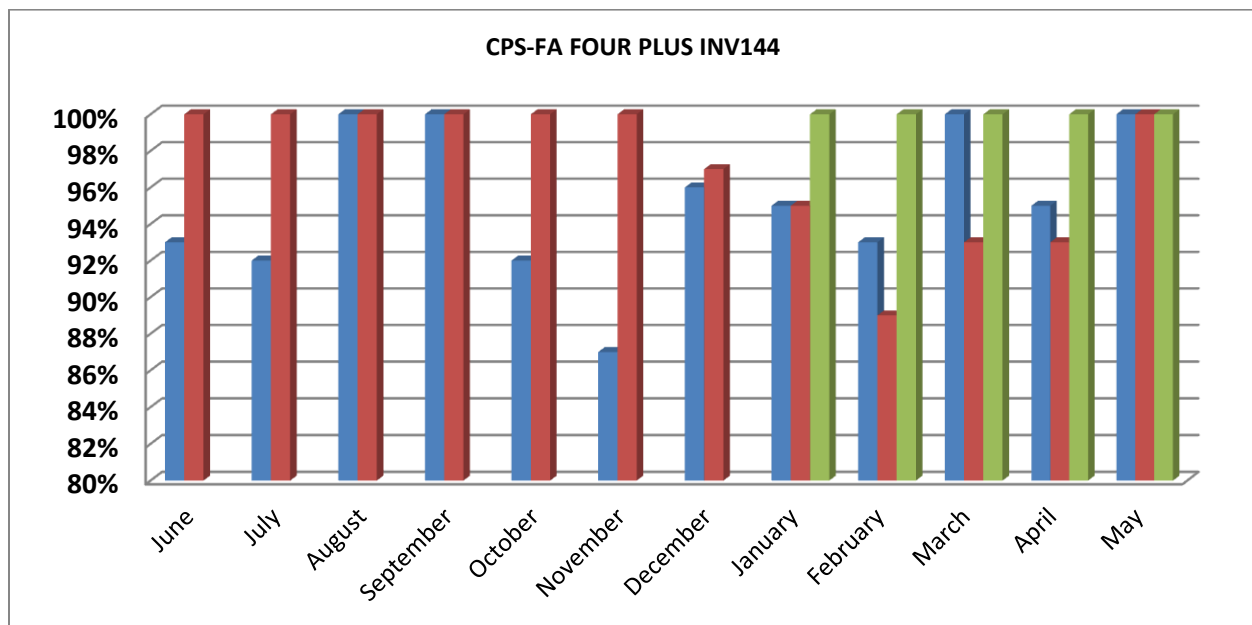
Entry Services has instituted a number of operational changes to resolve these problems. They have been aimed at impacting practice across the administration, inclusive of the FA pathway. The objectives are to improve safety and well-being of children while also resolving retention problems, strain and burnout, and perceptions of equity and fairness issues among staff.

- **Additional staffing.** As of June 19 the agency has filled 7 ES vacancies, and is on track to fill the remainder by August 4, 2017. In addition, one new CPS unit (1 supervisor, 5 social workers) will be added to Entry Service by September 1, 2017. Full staffing and the additional unit will prevent caseload overages that result from fluctuating referral levels, staff leave and orientation/training time commitments. In addition to alleviating caseload overages, the additional staffing will improve time to closure.
- **Additional management oversight and supervision.** ES has made a number of process shifts related to management oversight and supervision. The ES management team conducts a daily review of a sample of referrals, providing immediate feedback to supervisors. PAs and PMs are also now conducting a daily review of referrals from intake to determine appropriateness for FA.

In addition, the DDES holds regular PA/PM meetings to review referrals. All of these efforts are aimed at increasing supervisory skills and consistency and improving family engagement practice.

- **Additional training.** All ES staff and supervisors are required to attend CWTA's "Back-to-Basics" training focused on engagement, documentation and work process. In addition, MACWIS clinical supervision training has been mandated for all supervisors. The trainings will equip supervisors to provide support and direction to staff that: incorporates critical thinking and assessment skills; applies clinical principles and methods to engage and plan with families; and generates positive outcomes for children and families involved in the child welfare system.
- **Screening and teaming protocol changes.** As of June, 2017, all possible screen-out referrals are sent to the Hotline RED Team; no screen-outs are completed by any individual staff member. (Note: this excludes non-caregiver assaults; victim child 18 years or older; out of jurisdiction; or no allegations reported/SDM Preliminary Screen Out). All babies with positive toxicology are also automatically screened-in. Previously, those positive for marijuana/THC were not. Finally, any reports with gray areas go to the Hotline R.E.D. Team for review. These changes increase the use of – and benefits derived from -- multi-disciplinary team decision-making at a critical juncture, while reducing the instance and impact of individual judgment.
- **Expedited case transfer process.** A new transfer process was initiated in May, 2017 to more quickly and substantively connect closing CPS cases to the Community Partnership Administration's In-Home services or to the Collaboratives. The new process better supports families and decreases the time of transfer, helping to lower caseloads.
- **Diligent search unit relocated to ES.** As of May, 2017 the Diligent Search Unit returned to ES and members are now attending each 10/15 Day R.E.D. Team meeting to assist with search-related activities, and are going out with CPS workers. A significant proportion of FA workers had been reporting challenges with finding clients and entering locked or secure buildings. The addition of a diligent search staff member to the team helps ameliorate situations like this and also supports more expeditious location of family members both in and out of jurisdiction.
- **Increased Attention to the Clinical Aspects of Practice.** As described above, supervisors are being trained and supported to develop and deploy better supervisory and critical thinking skills -- to model critical thinking and good clinical practice for staff. The use of the 4+ staffing criteria is one example of how expanded expectations for clinical conversation can become part of standard practice, ensuring greater consistency and more immediate flagging of risk factors (see Figure G)
- **Significant Declines in Conversions in 2017.** Results from recent (Jan-Mar, 2017) QA reviews of the Hotline and the Educational Neglect triage process are encouraging, demonstrating concrete practice improvements. In these reviews, there was agreement with Hotline screening decisions in 27 out of 30 calls and with the Ed Neglect screen-out decision for 112 (86%) of 126 referrals.

Figure G



FOUR PLUS DATA NOTE: Reviewing current referrals for history and assessing the trajectory of the case where there were three previous referrals within the last 12 months has been a consistent practice within FA. The data reflects that this is a well-established practice and is a strength that can be built upon.

- **Expansion of Ed Neglect triage roles.** About 75% of Ed Neglect referrals go to FA where they constitute, on average, approximately 33% of the FA caseload (with significant month-to-month fluctuation due to the school-year calendar). The educational neglect triage process was expanded in February, 2017 to include phone calls to parents and coordination with the school for conference calls or meetings. The change will increase consistency and accuracy of agency response and intervention on Ed Neglect.

Planned Next Steps

Further Operational Changes

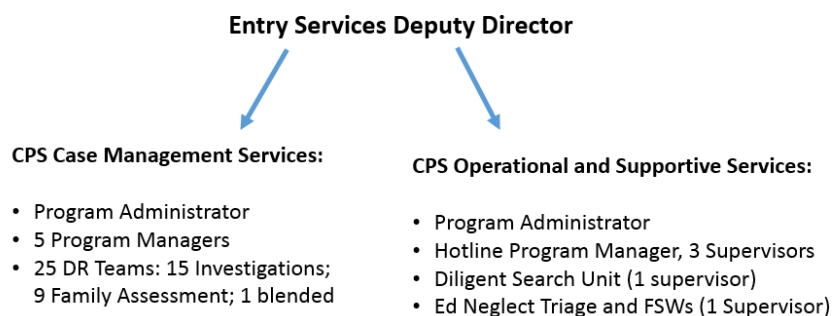
Building on the operational changes described above, Entry Services has already or is pending implementation the following additional changes over the next 6 months:

- Implementation of a fully transparent (public) assignment rotation process for FA referrals that mirrors the process used for CPS investigations.
- Revisions to the rotation assignment process that will be social worker-driven (instead of by team), with an emphasis on maintaining desired caseload levels.
- All conversions from FA to CPS-I will require review and approval from the Deputy Director, and the conversion process will be further assessed and updated.
- Performance charts will be sent to PMs and supervisors on a daily basis.
- A new FA POM will be finalized and strategically disseminated.
- While PMs now observe *some* supervisory sessions to provide support and feedback, ES will launch a structured process through which PMs will observe sessions by every supervisor per quarter.
- A new supervisory transition process, adaptive to learning styles and support needs, will be developed and implemented.

Entry Services Reorganization

As noted above, a significant contributor to the problems in ES and FA has been the split structure, in which traditional investigations and family assessments have operated under two separate administrations. In order to implement an effective DR model at CFSA, management should be by a single administrator who can build the quality and consistency of practice for ***all*** investigations and assessments.

Entry Services is therefore preparing to reorganize its structure (as of September 1st, pending hire of a new Administrator) as follows:



A single administrator and five program managers will oversee CPS Case Management Services, retaining the current differential response teams for investigations and family assessments. One

blended team capable of responding to all referrals will be added to the administration in order to maximize responsiveness to the fluctuating caseload.

The three non-case-carrying functions within Entry Services (the Hotline, Diligent Search and Educational Neglect Triage), which feed pertinent information to the DR case-management work, will be overseen by the Administrator for CPS Operational and Supportive Services.

Entry Services Program Administrators and Managers will be assigned across these two divisions based on their oversight experience and areas of expertise. Together, they will forge better communication and cohesiveness between the two functional areas, creating an efficient and effective Child Protective Services Operation.

Looking Ahead

It is anticipated that the range of operational and structural changes articulated here will have a significant positive impact on the work of Entry Services -- and with it, the FA pathway in particular -- all aimed at improving outcomes for the children and families served.

We will adopt a CQI approach for assessing the effectiveness of these changes, reviewing progress on the process and outcomes metrics at three, six and 12 months.

We look forward to the opportunity to report continued progress and improvement in the months ahead.

Attachment Q12: Caseload requirements under *LaShawn A. v. Bowser*

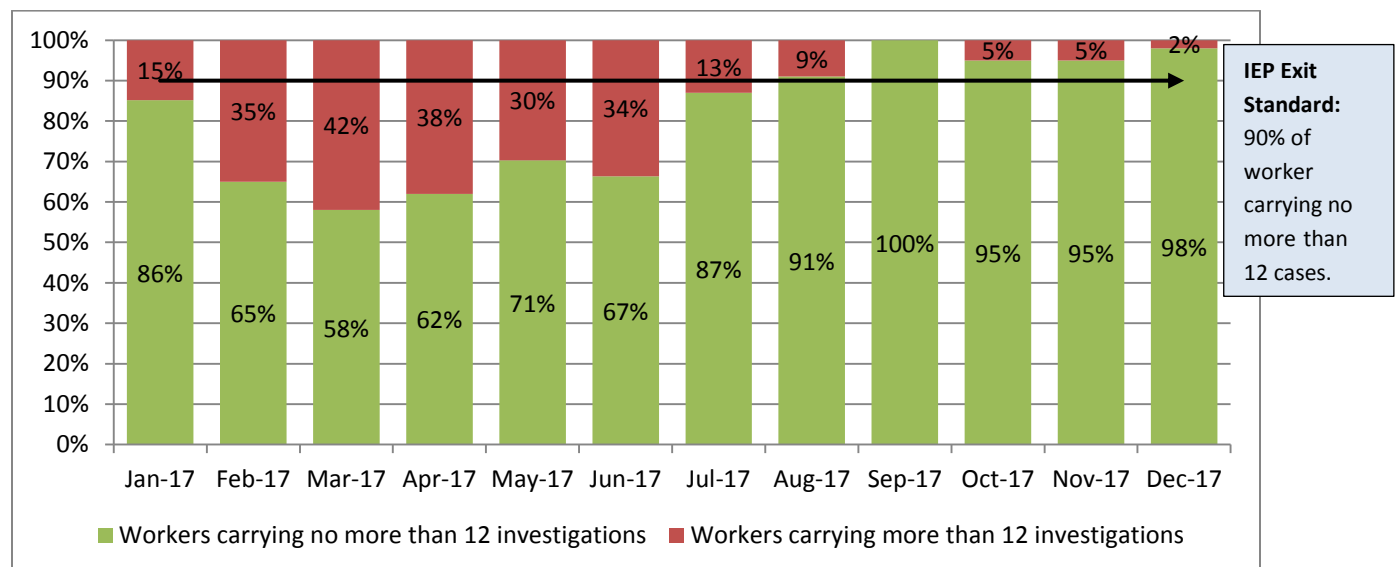
Investigative Caseloads

IEP Requirement	The caseload of each worker conducting investigations of reports of abuse and/or neglect shall not exceed the MFO standard, which is 1:12 investigations.
Exit Standard	90% of investigators and social workers will have caseloads that meet the above caseload requirements.

CFSA completed a staffing analysis and assessment of Entry Services practices to identify barriers to quality casework and timely initiation and closure of investigations and FAs. Through this assessment and to deal with caseload pressures, CFSA recognized the need to increase frontline staff. CFSA added a new CPS unit (one supervisor and five social workers) in June 2017.

Analysis of data by caseload shows that CPS worker caseloads improved drastically once the new CPS unit was added in June 2017 (see Figures 1 and 2). Beginning in August 2017, and for the remainder of the 2017 calendar year, CPS-I worker caseloads were within the parameters of the caseload exit standard requirement. Similarly, CPS-FA worker caseloads went from a low of 34% of workers carrying twelve or fewer cases in June 2017 to 96% of workers meeting the required caseload number in December 2017.

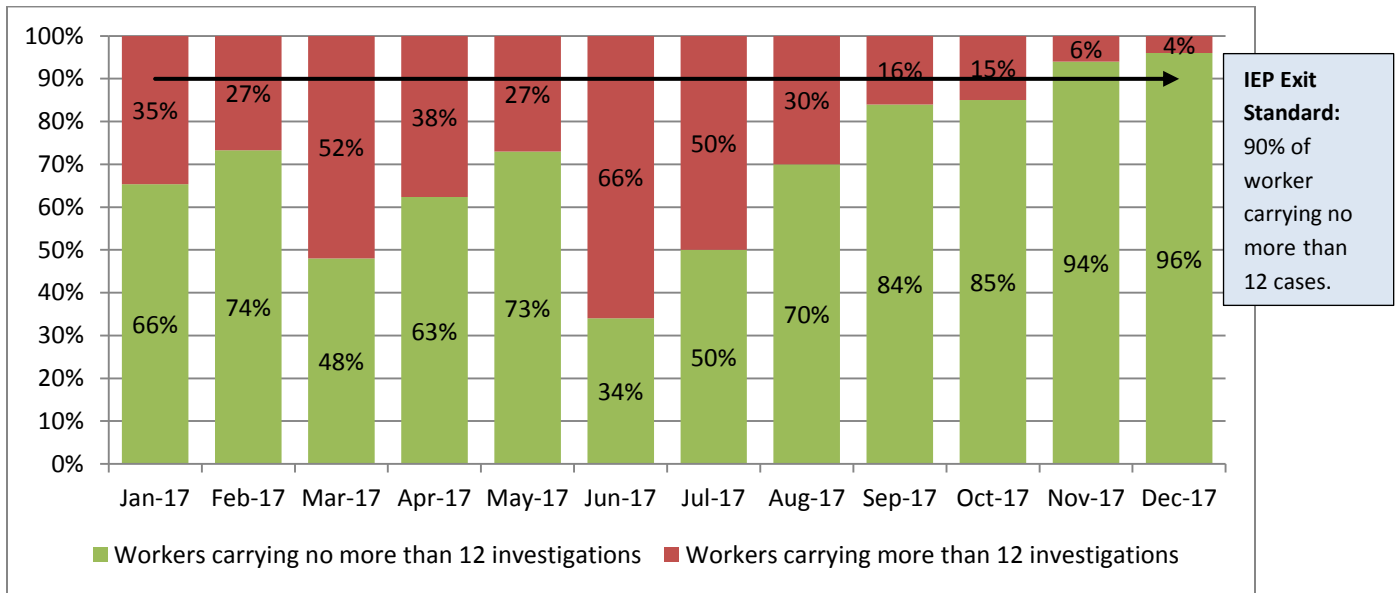
**Figure 1: CPS-Investigation Worker Caseloads
(January - December 2017)**



Source: CFSA Administrative Data, FACES.NET INV145

*Totals may not equal 100% due to rounding

**Figure 2: CPS-Family Assessment Worker Caseloads
(January - December 2017)**

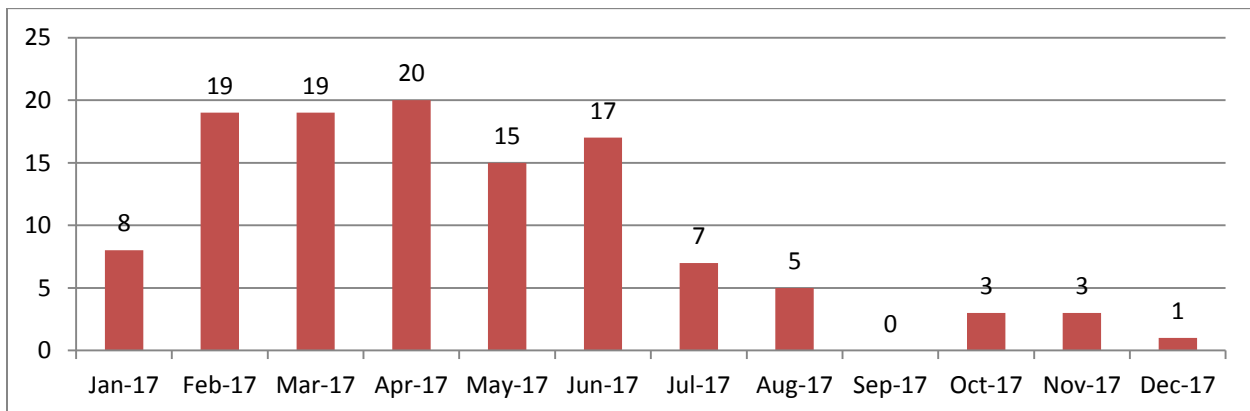


Source: CFSA Administrative Data, FACES.NET INV145

*Totals may not equal 100% due to rounding

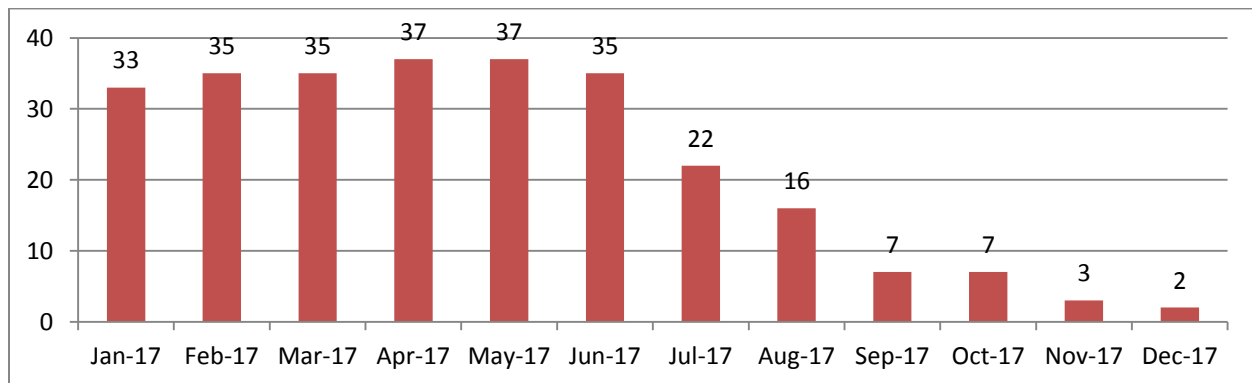
Instances of workers carrying more than twelve cases also significantly decreased when the new CPS unit was added in June 2017. Adding the new unit resulted in a 59% decrease in the number of CPS-I workers who exceeded the required caseload number from June to July. This trend continued for the remainder of CY2017 (see Figure 3). In September 2017, zero CPS-I workers exceeded the required caseload number and CY2017 ended with only one CPS-I worker carrying more than twelve cases. CPS-FA workers also ended the year with significantly fewer workers carrying more than twelve cases. In November and December 2017, fewer than four workers carried more than twelve cases (see Figure 4).

**Figure 3: # of CPS-I Workers Exceeding the Required Caseload Number
(January - December 2017)**



Source: CFSA Administrative Data, FACES.NET INV145

**Figure 4: # of CPS-FA Workers Exceeding the Required Caseload Number
(January - December 2017)**



Source: CFSA Administrative Data, FACES.NET INV145

On-Going Worker Caseloads

IEP Requirement	The caseload of each worker shall not exceed 1:15.
Exit Standard	90% of investigators and social workers will have caseloads that meet the above caseload requirements.

FY2017 (As of September 30, 2017)

Ongoing Caseload:

Current Caseload per Ongoing Worker	8 cases/worker (average)
Number of Workers over the required Ongoing Caseload of 15	0 workers
Average Length of time caseloads exceeded the required number of 15	0 days

FY 2018 (As of December 31, 2017)

Ongoing Caseload:

Current Caseload per Ongoing Worker	8 cases/worker (average)
Number of Workers over the required Ongoing Caseload of 15	3 workers
Average Length of time caseloads exceeded the required number of 15	11 days

Source: CMT328 - New Caseload Count by Program Administrator and Program Manager (Oct 15, 2017 & Jan 15, 2018 Run)

SEX TRAFFICKING NEW PROCEDURES FOR HOTLINE

For **ALL** reports that contain concerns of Sex Trafficking, CFSA is now responsible (per DC Code 4-1301.02 (15A) and Federal Law) to accept the reports for investigation (CPS/I), regardless of the perpetrator's relationship to the child.

These new procedures will begin on Monday, May 29, 2017.

New Allegation

FACES will be adding a new allegation under the Sex Abuse category for Sex Trafficking by a non-caregiver. They will retain the selection under Preliminary Screening for specific instances.

The new allegation is as follows:

Sexual exploitation/sex trafficking of a child (by a non-caregiver)

Procedures

- Hotline Worker will now include a standard question for all reports.
 - Do you have any knowledge of the child(ren) being sexually exploited?
 - If the caller indicates "yes," the Hotline Worker will then proceed with the new **Screening Tool** (please see attachment)
- If the caller mentions during the report a belief that the child is being trafficked or prostituting, the Hotline Worker will proceed with the new **Screening Tool** (please see attachment)
- Hotline Worker is to select the above new allegation if appropriate, along with any additional allegations.
- Hotline Worker will add the maltreater into the client list:
 - Unknown Trafficker or
 - Name of person trafficking the child
- Hotline Worker will select "Sex Trafficker" and "Alleged Maltreater" under the client role. Not in the home should be selected unless the individual resides in the home.
- Under the Hotline Recommendation Screen, the Hotline Worker should select CPS/I 24 Hour, checking the OTHER box and enter Sex Trafficking as the reason.
- If there are immediate safety concerns, the Hotline Worker should seek immediate consultation from a Hotline Supervisor.

- Hotline Worker will send the referral to MPD, CPS
- Hotline Worker will forward notification to all appropriate parties

I&R Category

- Hotline Worker shall select Sexual Exploitation/Sex Trafficking of a Child (by a Non-Caregiver) under the Preliminary Screening section if the victim is a Ward of DC, but they are age 18 or older.
- Hotline Worker shall select Sexual Exploitation/Sex Trafficking of a Child (by a Non-Caregiver) if the victim resides outside of the jurisdiction, but is being trafficked in DC. There are certain exceptions where we may take these reports as an investigation, however, this will be based on the circumstances.
- It is recommended that the Hotline Worker seek consultation from a Hotline Supervisor if there are any questions.

SEX TRAFFICKING SCREENING TOOL

- ☐ Has the child ever left home overnight without the parent/guardian knowing where the child is?
- ☐ Do you know who the child was with when they were away from the home?
- ☐ Did someone keep the child from returning home?
- ☐ Did the child ever say they received money, clothes, food or drugs?
- ☐ Have you ever observed the child dressed in inappropriate clothing or provocative clothing?
- ☐ Does the child use sexual language or terminology that is too mature for their age?
- ☐ Does the child often have poor hygiene and wear clothing that is unwashed or have an odor?
- ☐ Does the child frequently run away?
- ☐ Does the child attend school regularly?
- ☐ Is the child involved in a romantic relationship or interested in adults or older men?
- ☐ Does the child suddenly have an excess amount of cash or expensive items such as jewelry, clothing, shoes or purses?
- ☐ Does the child possess hotel keys?

CHILD STRESS DISORDERS CHECKLIST-DISTRICT OF COLUMBIA (CSDC-CW)
Child Report-Child Welfare Version (updated April '16)

PART A

Child's Name:		ID#:	
Date of Birth:		Date of Screen:	
Reason for Screen:		Gender:	
<input type="checkbox"/> New Entry		<input type="checkbox"/> Male	
<input type="checkbox"/> Case Plan Due/Update		<input type="checkbox"/> Female	
<input type="checkbox"/> Re-Entry		<input type="checkbox"/> Not provided/other	
<input type="checkbox"/> Risk/Concern			
Eligibility:		Completion Status: <input type="checkbox"/> yes <input type="checkbox"/> no	
<input type="checkbox"/> Yes		<input type="checkbox"/> Cognitive/Developmental Delays	
<input type="checkbox"/> No (under age of 2 years)		<input type="checkbox"/> Age (under 2)	
<input type="checkbox"/> No (Other)		<input type="checkbox"/> Hospitalization (medical)	
Sex Trafficking Risk:		<input type="checkbox"/> Hospitalization (psychiatric)	
<input type="checkbox"/> Eligible (11-20 years:		<input type="checkbox"/> Mental health status too vulnerable	
<input type="checkbox"/> Ineligible (under 11 years)		<input type="checkbox"/> Declined participation	
Where Screen Completed:		State/Ward of Origin	
<input type="checkbox"/> On-site (office)		<input type="checkbox"/> Ward 1 <input type="checkbox"/> Ward 2 <input type="checkbox"/> Ward 3	
<input type="checkbox"/> School		<input type="checkbox"/> Ward 4 <input type="checkbox"/> Ward 5 <input type="checkbox"/> Ward 6	
<input type="checkbox"/> Home		<input type="checkbox"/> Ward 7 <input type="checkbox"/> Ward 8 <input type="checkbox"/> MD	
<input type="checkbox"/> In Field (other)		<input type="checkbox"/> VA <input type="checkbox"/> Other State _____	
Trauma Endorsement:		Child Sex Trafficking Risk/Concern	
<input type="checkbox"/> Endorsed – Domain scores		<input type="checkbox"/> Elevated concern w/disclosure	
<input type="checkbox"/> Endorsed – Clinical judgment		<input type="checkbox"/> Elevated concern w/o disclosure	
<input type="checkbox"/> Not Endorsed		<input type="checkbox"/> No concern	
		<input type="checkbox"/> Referral: assessment, services	
Education:		Is Youth a Parent?:	
<input type="checkbox"/> Enrolled <input type="checkbox"/> Not Enrolled		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Currently pregnant	
<input type="checkbox"/> ES <input type="checkbox"/> MS <input type="checkbox"/> HS <input type="checkbox"/> Other		Number of children: _____	
Describe child/youth's behavior during screening			

PART B - Exposure to Adverse Events

Instructions to Child/Adolescent: I know it can be difficult to talk about things that are bad memories, but I want to make sure that I know as much about you as I can so that I can understand you better and make sure you have the help you need.

Exposure/Event	Approximate Age or Date of Event
Has someone older than you hit, punched, kicked or choked you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has someone ever touched, looked at or asked you to touch or look at their private parts?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever seen someone hurt (or killed) in your neighborhood?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had to go to the hospital because you were sick or hurt?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been in a car accident?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been in a house or building that was on fire?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there anyone in your family or that you were close to that is not there anymore?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had to live with someone else that is not your parent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Were there ever times when you didn't have enough to eat at home, or were left home alone, or missed a lot of days at school?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever seen or heard fighting in your home?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have people in your home ever said things that have really hurt your feelings or not spoken to you for a long time?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has anyone ever bullied you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has anyone in your home used any drugs, or alcohol/beer a lot?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your mom or dad ever have to go to the doctor, hospital or take medicine because she/he is sad or angry a lot?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you come from country where there was a war/conflict going on?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Scoring:

☐ 0 Events Endorsed, STOP here

☐ 1 or more events endorsed, continue to narrative section

Instructions to Child/Adolescent: Thank you for letting me know what you've been through. Of what you shared, can you tell me what has been the most upsetting to you? Why?

Greatest source of pain narrative:

NOTE: Administer to Children and Adolescents **11-20 years** of age

	Child Sex Trafficking Exposure Risk	Response
1.	Have you ever left home overnight without your parent/guardian knowing where you were?	<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
2.	Has someone ever asked you to do something sexually that made you feel uncomfortable or scared?	<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
3.	What were some of the ways you took care of yourself while you were away from your home?	Explain:
4.	Who were you with when you were away from home?	Explain:
5.	While you were away from home, did anyone or anything keep you from going back home?	<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
6.	While you were away from home, did anything make you feel scared or uncomfortable?	<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
7.	While you were away from home, did you have a way to make money?	<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:
8.	Did anyone ever give you money, clothes, food or drugs?	<input type="checkbox"/> Yes <input type="checkbox"/> No Explain:

Part C – Screener Exposure Symptoms

Instructions to Child/Youth: There are different kinds of feelings and behaviors that kids/teenagers may have after they've gone through what you just shared with me. Think about how you feel **NOW** or **OVER THE PAST MONTH** and let me know if these questions are "not true," "sometimes true," or "very true" for you.

	0-Not True	1=Sometimes True	2=Very True
1.	0 1 2	When you remember what happened, do you feel sick? (headaches, stomachaches, difficulty breathing)	
2.	0 1 2	Do you try NOT to do things that remind you of what happened?	
3.	0 1 2	Since that happened, do you jump or get frightened when you hear a loud noise?	
4.	0 1 2	Do you get very upset when you remember what happened?	
	Score	Sum of items 1-4 ____	

Scoring:

If the score is **0**, **STOP** now – the screening portion is over.

Did the exposure occur **within one month** of today?

☐yes ☐no, go to next question

A total score of **1 or higher** is considered indicative of risk for acute traumatic stress.

Did the event occur **more than one month** prior to today?

☐yes ☐no

A total score of **2 or higher** is considered indicative of risk for posttraumatic stress.

Part D – Assessment Exposure Symptoms

Instructions to Child/Youth: These are the last set of questions. For each question, let me know if your answer is "very true," "sometimes true," or "not true" for you.

Social worker: Remind child these feelings are for **now or within the past month**.

	0-Not True	1=Sometimes True	2=Very True
1.	0 1 2	Do you find yourself thinking about what happened, even if you don't want to?	
2.	0 1 2	Do you get jumpy easily? For example, if you hear a loud noise.	
3.	0 1 2	Do you feel very upset, afraid, or sad when you remember what happened?	
4.	0 1 2	Do you feel like you are far away from your feelings?	
5.	0 1 2	Do you stay away from, or try to stay away from doing things that remind you of what happened?	
6.	0 1 2	Is it pretty easy for you to get angry or annoyed?	
7.	0 1 2	Do you have trouble remembering important parts about what happened?	

8.	0 1 2	Do you have a hard time falling asleep, or do you wake up a lot during the night?
9.	0 1 2	Do you feel alone or as if other people don't see and understand you?
10.	0 1 2	Do you have a hard time getting along with friends, kids at school or teachers?
11.	0 1 2	Have you started doing things that you haven't done since you were younger? (Like thumb sucking, wetting bed, sleeping in a room with an adult)
12.	0 1 2	Do you sometimes feel like what happened is happening all over again?
13.	0 1 2	Do you have trouble sitting still or staying quiet?
14.	0 1 2	Do you try to stay away from places that remind you of what happened?
15.	0 1 2	Do you have a hard time getting along with people in your family now?
16.	0 1 2	Do you get confused or mixed up about things you think you should already know?
17.	0 1 2	Do you feel worried and nervous a lot?
18.	0 1 2	Do you sometimes feel spaced out, almost like you're in a dream?
19.	0 1 2	Do you find yourself acting as if what happened were happening all over again?
20.	0 1 2	Do you sometimes get confused about what time it is, what day it is, or when things really happened?
21.	0 1 2	Do <u>you try not to talk</u> about what happened, or does it make you upset when <u>people want to talk</u> about what happened?
22.	0 1 2	Do you have nightmares or scary dreams?
23.	0 1 2	When you remember what happened, do you feel sick or uncomfortable?
24.	0 1 2	Do you have a hard time doing things like your <u>homework</u> or <u>chores</u> /helping around the house?
25.	0 1 2	Do you ever play games or draw pictures that remind you of what happened. (This could be toys, video games, internet searches, drawing pictures)
26.	0 1 2	Does it sometimes take you a long time to react or answer things?
27.	0 1 2	Do things look or sound differently than they used to?
28.	0 1 2	Do you try to stay away from people who remind you of what happened?
29.	0 1 2	Do you have trouble focusing or keeping your mind on what you are doing?

30.	0 1 2	Do you wish you could forget or not think about what happened?
31.	0 1 2	Do you do things that are dangerous, or that adults think are dangerous?
32.	0 1 2	Do you look around sometimes to see if you're in danger?
33.	0 1 2	Do you think sometimes that you are bad or that something is wrong with you? Or, that there is nothing to look forward to?
34.	0 1 2	No matter how many times people tell you that it is not your fault, do you blame yourself anyway?
35.	0 1 2	Do you ever feel afraid, angry, guilty or ashamed of what happened?
36.	0 1 2	Do you not like doing the same things that you used to enjoy doing?
37.	0 1 2	Is it harder for you to feel happy?

Re-experiencing – Items 1, 3, 12, 19, 22, 23, 25

If at least one item from the re-experiencing dimension is endorsed, this suggests that this symptom cluster may be an area of clinical concern. ☐Yes ☐No, **1 or more endorsed**.

Avoidance – Items 5, 14, 21, 28, 30

If at least one item from the avoidance dimension is endorsed, this suggests that this symptom cluster may be an area of clinical concern. ☐Yes ☐No, **1 or more endorsed**.

Negative Cognitions and Mood – Items 7, 9, 33, 34, 35, 36, 37

If at least two items from the negative cognitions and mood dimension are endorsed, this indicates that this symptom cluster may be an area of clinical concern.

☐Yes ☐No, **2 or more endorsed**.

Increased Arousal – Items 2, 6, 8, 13, 17, 29, 31, 32

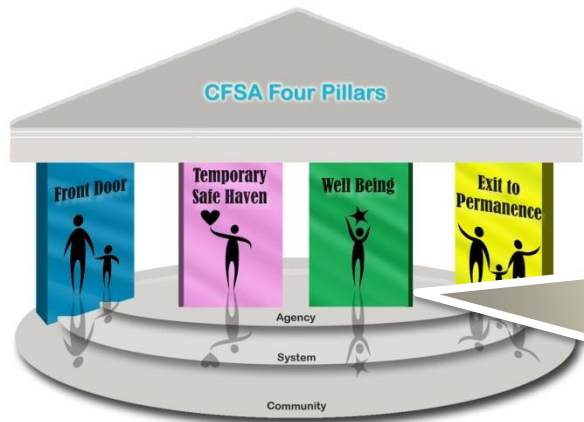
If two or more items from the increased arousal dimension are endorsed, this indicates that this symptom cluster may be an area of clinical concern. ☐Yes ☐No, **2 or more endorsed**.

Impairment in Functioning – Items 10, 11, 15, 24

These items should be carefully examined to determine to what degree the youth is reporting that his or symptoms are interfering with his or her functioning. **How many endorsed** _____.

With dissociative symptoms, Depersonalization – 4, 26 **How many endorsed** _____.

With dissociative symptoms, Derealization – 16, 18, 20, 27 **How many endorsed** _____.



DC Child and Family Services Agency

Commitment to Positive Outcomes
FY2017 Fourth Quarter
Scorecard
(July-Sep. 2017)

Performance Status: ■ 100%+ of target ■ 75-99% of target ■ Less than 75% of Target

Front Door

Children have the opportunity to grow up with their families and are removed from their families only when necessary to keep them safe.

Outcome: Families stay together safely.							
Indicator	FY16 Annual	FY17 Target	FY17/Q1	FY17/Q2	FY17/Q3	FY17/Q4	FY17 Annual
Decrease foster care population	989	-	953	943	925	898	898
Decrease new entries into foster care	325	320	78	61	64	73	275
Decrease re-entries into foster care	8.8%	8%	Federal measure				8%
Decrease the average number of months an in-home case remains open	10	9	9	9	10	9	9
Outcome: Children and youth experience a removal only when necessary for their safety.							
Decrease reports of maltreatment in foster care	3.39 ⁱ	3	Federal measure				2.8%
Decrease repeat reports of maltreatment	11.6% ⁱⁱ	8.7%	Federal measure				11.7%
Decrease re-referrals of maltreatment for in-home cases	13%	12%	Annual measure				8%
Decrease the number of removals from in-home	27%	25%	25%	15%	28%	31%	25%
Increase percentage of investigations initiated within 48 hours	89%	95%	91%	91%	89%	91%	91%

Temporary Safe Haven

Foster care is a temporary safe haven, with planning for permanence beginning the day a child enters care.

Outcome: Children and youth are placed with families whenever possible.							
Indicator	FY16 Annual	FY17 Target	FY17/Q1	FY17/Q2	FY17/Q3	FY17/Q4	FY17 Annual
Increase relative placements (kinship care)	21%	25%	21%	21%	22%	24%	24%
Increase placements in family foster homes	84%	90%	84%	83%	84%	84%	84%
Decrease placements in group homes	5%	4%	5%	5%	5%	5%	5%
Increase children/youth with two or fewer placements in the past 12 months	78%	80%	95%	89%	83%	86%	86%
Increase foster care placements within the District	49%	50%	46%	45%	45%	47%	47%
Increase visits between parents and children/youth in foster care	88%	85%	85%	88%	88%	86%	87%
Increase visits between siblings (2x monthly)	83%	85%	86%	79%	78%	84%	81%
Outcome: Children and youth exit foster care quickly and safely.							
Decrease average number of months to reunification	15	12	12	10	14	16	16
Decrease average number of months to guardianship	36	18	26	40	29	34	34
Decrease average number of months to adoption	44	24	40	44	34	32	32

Well Being							
Every child is entitled to a nurturing environment that supports healthy growth and development, good physical and mental health, and academic achievement.							
Outcome: Children and youth in foster care get quality services for good health.							
Indicator	FY16 Annual	FY17 Target	FY17/Q1	FY17/Q2	FY17/Q3	FY17/Q4	FY17 Annual
Increase children/youth getting an initial and re-entry health screening before a foster care placement	96%	95%	97%	97%	99%	94%	97%
Increase children/youth getting a medical evaluation within 30 days of entering care	86%	90%	91%	94%	93%	89%	92%
Increase children/youth getting a dental evaluation within 30 days of entering care ⁱⁱⁱ	62%	72%	52%	68%	54%	53%	56%
Increase children/youth receiving mental health and trauma screening within 60 days of entering care ^{iv}	100%	94%	100%	100%	100%	100%	100%
Increase children entering foster care and in need linked to a mental health provider within 7 days of receiving a mental health and trauma screening ^v	85%	85%	92%	83%	86%	62%	81%
Increase youth age 11 and older getting a pre-placement substance abuse screening	93%	90%	90%	96%	96%	91%	94%
Outcome: Children and youth in foster care get the quality education and training they need to succeed as adults.							
Increase children ages 0-5 getting a developmental screening upon entering care	90%	82%	90%	93%	96%	96%	94%
Increase youth in foster care who graduate from high school	76%	75%	Annual measure				73%
Increase youth in foster care who graduate from college	16%	20%	Annual measure				12%
Increase youth in foster care who complete vocational training and/or receive industry certification	69%	70%	Annual measure				71%
Outcome: Youth in foster care delay parenting, and those who are teen parents have good parenting skills.							
Decrease teen mothers in foster care	17%	15%	16%	18%	17%	17%	17%
Decrease repeat births to teen parents in foster care	0%	2%	0%	0%	0%	0%	<1%

Exit to Permanence							
Every child and youth exits foster care as quickly as possible for a safe, well-supported family environment or life-long connection. Older youth have the skills for successful adulthood.							
Outcome: Children and youth leave the child welfare system for a safe, permanent home.							
Indicator	FY16 Annual	FY17 Target	FY17/Q1	FY17/Q2	FY17/Q3	FY17/Q4	FY17 Annual
Increase exits to a permanent home	81%	84%	86%	87%	81%	80%	83%
Decrease youth who age out of foster care	19%	16%	14%	13%	19%	20%	17%
Increase engagement of youth in after-care services	92%	95%	Annual measure				98%
Increase youth with stable housing upon exit	89%	90%	87%	80%	78%	77%	81%
Increase youth age 20 who are employed or in post-secondary education	61%	60%	77%	75%	65%	69%	67%



ⁱ Number of victimizations per 100,000 days in care (Fed data May 2017) – National Standard Met (Most recent data from FY14)
ⁱⁱ Fed data May 2017– National performance 9.5% Not Met (most recent data from FY14-FY15)
ⁱⁱⁱ LaShawn benchmark here is very low. In this case, the annual target is the FY16 annual plus 10%.
^{iv} Finalized performance occurs in the following quarter due to the 60 day lag
^v Finalized performance occurs in the following quarter due to the 60 day lag

Government of the District of Columbia Child and Family Services Agency Safe and Stable Families Semi-Annual Progress Report



November 20, 2017

Brenda Donald, Director

District of Columbia Child and Family Services Agency

200 I Street, SE, Washington, DC 20003

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I. Overview

Significant Evaluation Findings

Major changes to the design of the evaluation

There have been no major changes to the design of the evaluation. However, as noted in the Interim report, there has been a reduction in the number of Parent Education and Support Programs and home visitation contractual services funded by the Title IV-E Waiver programs and the expansion of the Project Connect eligibility to include in-home families identified by CFSA to be experiencing chronic neglect. The District of Columbia Child and Family Service Agency (CFSA) Waiver implementation team has asked the evaluators to focus only on HOMEBUILDERS® and Project Connect following submission of the Interim report. The evaluators have been working with the CFSA Waiver implementation team to develop a formal proposal of the changes that will be submitted to the Administration for Children and Families Federal Project Officers. In the meantime, CFSA has asked the evaluators to include findings only from HOMEBUILDERS® and Project Connect.

The evaluators have described how they will address these changes in *Section III. Evaluation Status-Section A*, and *Section IV Significant Evaluation Findings to Date-Outcomes Data (c.Results of Matching Process for Waiver and Pre-Waiver Samples)*.

Findings Summary

Overall, evaluation findings for families served are based on family functional assessments and child welfare outcomes. Small sample sizes for some analyses impeded our ability to draw strong conclusions regarding initial findings at this time.

Child Welfare Outcomes were analyzed this reporting period on both successfully discharged families as well as unsuccessful discharges. The analysis assesses the extent to which a family had a repeat report or foster care placement during their time receiving the Title IV-E service, or following discharge. Changes in family functioning are measured by either the North Carolina Functional Assessment Scale (NCFAS) or the Risk Inventory for Substance Abuse-Affected Families (SARI). The NCFAS is used by Project Connect and HOMEBUILDERS® prior to and throughout service provision. HOMEBUILDERS® families choose one or more essential functional areas for improvement.

Some families seem to be improving in terms of family functioning and the majority of families who have been successfully discharged have not had substantiated cases or foster care placements during services or within 365 days of discharge. A more detailed description of child welfare outcomes and individual findings from family functioning

scales are found in *Section IV Significant Evaluation Findings to Date-Outcomes Data*, and a summary is provided below.

HOMEBUILDERS®

The majority (69%) of referrals were accepted this reporting period. With the majority of denials caused by not meeting eligibility. HOMEBUILDERS® was able to hit 77% of the target of families enrolled based on capacity estimates. Referrals were processed timely (avg. 0 days) and the average days to enrollment was 1day. 81% of all approved referrals were successfully enrolled in service. The remaining families (6) refused, were non-compliant or non-responsive to outreach.

CFSA benchmark is that ***90% of families will not have a substantiated report within 12 months of initiation of Waiver services was not met (46% successful and 39% unsuccessful discharges)***. HOMEBUILDERS® benchmark, ***75% of families will not have a substantiated report during intervention*** has been met (83% successful and 0% unsuccessful discharges). Enrollment in services seemed to increase both the likeness of a substantiated CPS report within 12 months of enrollment, 12 months following discharge as well as the amount of time between discharge and a substantiated CPS report regardless of discharge outcome when compared to the Pre-Waiver Match Sample. Successfully discharged families did better in these indicators than families that did not successfully complete services.

CFSA benchmark is that ***90% of families will not have an entry into out-of-home care within 12 months of initiation of Waiver services was not met (73% successful and 50% unsuccessful discharges)***. HOMEBUILDERS® benchmark, at least ***70% of children referred for HOMEBUILDERS® will not have an out-of-home placement 6 months following closure of services*** was met for successfully discharged families (81% successful and 52% unsuccessful discharges). When looking at foster care entries, successfully discharged families did better than unsuccessfully discharged families on all indicators. Successful discharged families did better than matched sample on two indicators, “Families with a foster care entry during matched services date (2% vs. 4%) and “Families with a foster care entry between 6-12 months following discharge” (3% vs. 7%). Successfully completing services increased the amount of time before a foster care entry when compared to the Pre-Waiver Match Sample and the unsuccessful discharges.

CFSA benchmark for family functioning ***80% of families improving at least one point on the Family Safety domain (if deemed essential)*** has been achieved (88.6%), while the standard of ***80% of families improving at least one point on the Parental Capabilities domain (if deemed essential)*** has not been met (72.9%). For the families whom the domain was NOT essential, 73.3% improved on Parental Capabilities and 43.3% improved on Family Safety. Only 58% of families had at least one of the two domains

rated as essential. These low percentages suggest that needs surrounding safety and parental capabilities may not be as critical as expected, and speak to the gaps in the acceptable number of appropriate/eligible referrals. The majority of families improved at least one point on the remaining domains, although the percentage of families improving did not exceed 75%.

Project Connect

Almost all referrals (90%) were approved by Project Connect during this reporting period. Project Connect was under the target number of families enrolled (64%) based on capacity estimate. Average number of days from referral to enrollment was 12 days. 91% of all approved referrals were successfully enrolled in service. The remaining families (2) were ineligible.

CFSA benchmark of ***90% of families will not have a substantiated report within 12 months of initiation of Waiver services*** has been met by successfully discharged families (94% successful and 86% unsuccessfully discharged families). Families served within Project Connect were less likely to have a substantiated CPS report within 12 months of enrollment, during services, or 12 months after discharge when compared to matched families regardless of discharge outcome. Enrollment in services also increased the amount of time before a substantiated CPS report regardless of discharge outcome when compared to the Pre-Waiver Match Sample. Successfully discharged families did better than unsuccessfully discharged families in all indicators regarding subsequent CPS reports.

CFSA benchmark is that ***90% of families who achieved reunification during their involvement will not have a re-entry*** has been met (0% successful and unsuccessful discharges). No enrolled families (successfully or unsuccessfully discharged) had any re-entries during service. No successfully discharged families had any re-entries 12 months following discharge. Successfully completing services increased the amount of time before a foster care entry when compared to the Pre-Waiver Match Sample and the unsuccessful discharges.

NCFAS results show that only 62.5% of successfully discharged families improved on at least one domain regarding family functioning. For the Child Well-Being and Self-Sufficiency domains, the percentage of families increasing were higher for unsuccessful families compared to successful families, and for Child Well-Being, the percentages of families increasing were the same. SARI scales with the highest percent of reduced risk for successfully discharged families who had those scales completed were Self-Efficacy and Support for Recovery, both at 50.0%. The scale with the lowest percent of successfully discharged families indicating a decreased risk was Commitment to Recovery at 11.1% of families. No families (successful or unsuccessful) showed decreased risk on the Support for Recovery scale.

II. Demonstration Status, Activities, and Accomplishments

HOMEBUILDERS®

At the start of this reporting period, CFSA continued to work on maximizing the utilization of the intensive family preservation model, HOMEBUILDERS®. Efforts continued to market HOMEBUILDERS® services with a focus on distributing information on the services, and with increased attention on building relationships with referring staff. This included participation R.E.D. Team meetings, family team meetings and other case consultations to provide information and guidance to social workers and supervisors on potential referrals for services. Additionally, CFSA continued to implement strategies to increase referrals of eligible families to services and effectively engage eligible families in services once the referral was accepted however, referrals continued to decline and withdraw rates remained high.

In December 2016, CFSA underwent a Safe and Stable Families Redesign with a purpose to work with the community-based organizations to build an expanded and higher quality system of community-based supports and services for families. The redesign called for an in-depth look at the services offered under the Title IV-E Waiver including HOMEBUILDERS®. As part of the redesign, CFSA took stock of the waiver programs and the families served through GIS mapping, case reviews, needs assessments, and an ad-hoc outcomes study.

During this reporting period, CFSA planned and conducted a case review for a sample of HOMEBUILDERS® cases. Due to the limitations of resources and time constraints, CFSA reviewed 45 cases. A total of 91 cases would have had to be reviewed for results to be considered statistically significant. Consequently, the results of the case study were not deemed statistically significant however observations from the study were used to produce pertinent information for CFSA leadership. The purpose of the review was to learn lessons about how HOMEBUILDERS® provided intensive in-home crisis intervention services and family treatment. The objectives were to understand the needs of the HOMEBUILDERS® population at a point in time, determine the appropriateness of the screening decision, to understand the factors that contributed to a child entering out of home care after involvement with HOMEBUILDERS®, to understand the correlation between the families barriers and level of involvement, and to the understand the extent to which HOMEBUILDERS® recommendations were followed after case closure.

Training on a survey tool to review HOMEBUILDERS® cases occurred January 25 – 26th. The review of cases took place from January 27, 2017 – February 2017. Inter-Rater Reliability testing methodology was used to determine reliability. As part of the process, 45 cases were

reviewed by pairs of two reviewers. Reviewers were paired based on practice area with consideration to availability. Each reviewer in a pair reviewed information found in the referral summary, case notes, referral summary, assessment and closure summary prior to completing the revised HOMEBUILDERS® survey tool administered online at surveymonkey.com. Once each reviewer completed the survey, they met as pairs and discussed discrepancies in responses. In all 45 cases, the reviewers were able to make a final decision after discussion of their discrepancies and did not need the aid of a third reviewer. Percentage of Agreement was used to estimate inter-rater reliability. The percentage of agreement is calculated as the number of agreement responses divided by the total number of responses. The average percentage of agreement was 80% for the 45 cases reviewed.

The case review revealed a large number of withdrawals. For those families that withdrew, analysis revealed the following barriers: caregiver's inability to manage their own emotions and to parent their child – leading to severe anxiety, caregiver's inability or unwillingness to supervise children leading to neglect, children's medical challenges, caregiver and children's mental health issues, and little to no outside supports. For those reviewed that successfully completed HOMEBUILDERS®, analysis revealed that barriers with parenting skills and disciplinary practices, mental health and child behavior problems. Strengths included the caretaker's willingness to participate in the intervention, stable housing and employment, strong family bonding, and available outside supports. The successful cases reviewed also showed that the social worker maintained contact with the family and therapist and collaborated with community resources while the HOMEBUILDERS® case was open. In previous reporting periods, it was noted that if a family fails to meet with the therapist and does not maintain contact with him or her, the therapist reaches out to the referring social worker to seek assistance with engaging the family and to discuss next steps should they not be able to make contact with the family. Therapists expressed concerns about the timeliness of communication with the referring social worker when families are not fully engaged in the services and support by the referring worker is needed. Given the brevity (four weeks) and nature of the service (families in imminent risk of removal), the HOMEBUILDERS® therapist has a short window to engage the family and to ensure fidelity to the model, must consider closing it if the family fails to meet with them within 24-48 hours. The case review supported that a timely connection with the referring social worker is critical. Paired with the results of the process and outcomes study, CFSA has decided to focus on developing a transition plan to phase HOMEBUILDERS® out and acquire a new service to address the gaps in family preservation services in the next reporting period.

Project Connect

CFSA continued to work closely with FSFSC (the technical assistant support), Children's Friend (the parent organization of the model) and CCAW and PLC (the service providers) to reach full capacity and achieve maximum utilization of Project Connect services this reporting period. This included the identification and coordination of skill development and topic specific training for the Project Connect teams, development of ancillary services available to families involved with Project Connect, and the expansion of services to include certain families involved with CFSA's In-home Administration. Efforts to market services and partner with staff to ensure eligible families are connected to Project Connect continued this reporting period. Carey Tompkins and Angela White-clinical managers were trained in the Project Connect model by Children's Friend February 13-15, 2017 in Rhode Island

Efforts continued to identify and coordinate additional training opportunities for the Project Connect staff to further develop their skills and knowledge in working with substance affected families. Though some staff had some experience in working with this population, many were newer graduates, who would benefit from topic specific skills development. Below is a list of trainings the Project Connect team completed this reporting period:

- Adolescent Development & Trauma
- Risk Management
- NTU Modality Training
- Self-Harm & Mutilation
- Generational Boundaries in the Work Place
- CPR & First Aid

In the September 2016 site review, the consultants from Children's Friend noted that the District's system is complex based on the various levels and number of agencies involved with the implementation of this service. Children's Friend advised that this is not inherently a challenge, if strategies are implemented to ensure effective communication across all agencies, in particular amongst agency leadership. To address this recommendation, CFSA and FSFSC decided to convene a governance team of representatives from executive leadership from the relevant agencies (e.g. CFSA, all five of the Collaboratives, CCAW and PLC). The Governance Team was put on hold this reporting period as CFSA worked on the Safe and Stable Families redesign, requiring CFSA to take stock of all waiver programs.

During this reporting period, CFSA planned a case review for a sample of Project Connect cases. The purpose of this review is to learn lessons about how we provide intensive in-home crisis intervention services and family treatment, so that we can continue to keep children and families

safe, prevent the unnecessary out of home placement of children and to safely reunify children and families. The objectives are to understand the needs of the families referred to Project Connect, determine the appropriateness of the screening decision, and understand what factors contribute. While CFSA was only able to plan the case review this reporting period, they intend to coordinate and conduct the case review during the next monitoring.

As noted in the last semi-annual report, CFSA continued working to expand the target population of Project Connect services to include substance affected families involved with the In-home services and experiencing chronic neglect. CFSA defines chronic neglect using the following criteria:

- Within the previous 3 year period, the family experienced:
 - 4 accepted CPS referrals and
 - 1 or more open In Home cases
- OR
- Within the previous 4 year period, the family experienced:
 - 2 or more substantiated CPS investigations and
 - 1 or more open FA/In Home cases

CFSA continued working with FSFSC and the providers to market the Project Connect services to social worker and supervisors involved with the In-Home administration due to the expanded target population. Project Connect has fully implemented the expanded scope but did not see a large increase in referrals. CFSA will continue to market the new expansion in In-Home All Staff meetings that occur quarterly.

Overall marketing of services continued to be a focus of the Project Connect team. CFSA worked with the providers to develop a tip sheet that outlined the components of the model for families and for referring social worker. Similar to HOMEBUILDERS®, CFSA continued office hours for the Project Connect staff. Representatives from Project Connect were available onsite on a daily basis to provide information and consultation to CFSA staff on the model and possible referrals for services.

CFSA also did some direct outreach to social workers assigned to families identified as substance affected. CFSA's Program Operations Administration maintains a list of families who have been identified as substance affected (based on the nature of the referral and removal) and have been referred to a Recovery Specialist, who are certified addiction counselors and have been hired to support the assigned social workers with engaging identified families in assessments and recommended treatments. Efforts have been made to work with the Recovery

Specialists to identify eligible families for services and to reach out to the CFSA social worker to recommend the family be referred to Project Connect. The Safe and Stable Families Project Management Specialist regularly reaches out to social workers assigned to these families to provide information on Project Connect and how to make a referral.

III. Evaluation Status

A. Numbers of children and families assigned to the demonstration

Please note that unless otherwise specified, all data in this section reflects families who were served October 1, 2016-February 28, 2017 - While the Semi-Annual Reporting period is through April, the evaluators needed time to request data from programs and to analyze the data prior to the Semi-Annual Report due date. Further, the previous Interim Report reflected data through September 30, 2016. Therefore, this Semi-Annual Report includes data on families who were served from October 1, 2016-February 28, 2017.

Data source for Title IV-E Waiver referral and program status

SSF implementation staff utilize an active spreadsheet that continuously tracks families referred to and served by Title IV-E Waiver programs. The following data points are tracked in the spreadsheet:

- CFSA case/referral number
- client last name
- client first name
- client date of birth
- number of children involved in the case/referral
- race/ethnicity
- client's ward
- referral source
- date referral received
- program being referred to
- date referral sent to provider
- referral outcome
- referral denial reason
- assigned support worker
- social worker name
- participation status
- discharge date
- discharge reason
- CFSA case status
- client's role in CFSA case

- initial assessment date (by provider)
- program enrollment date
- assigned worker name
- notes/important comments

This spreadsheet allows for an analysis of demonstration families served to date. By using the case/referral number, it also allows for the SSF implementation team and the evaluators to be able to match data on outcomes and assessments pertaining to families involved with SSF that come from other data sources.

Number of families in demonstration

Table 1 below exhibits the current number of families served compared to the expected number of families to be served by the Waiver to date (4/25/2014 - 2/28/2017). “Enrolled Participants” is the number of families enrolled in services or discharged. The number of families expected to be served during the time period as derived from projections established by Waiver implementation staff during the first year of the Waiver. Using our established time period for this report, we calculated the number of years the program was serving families. The number of years was multiplied by the established number of families expected to serve in a single year. The difference between expected to serve and enrolled is the number expected to serve minus the number of enrolled participants. Positive numbers indicate more enrollments than what was originally expected. Negative numbers indicate fewer enrollments than expected. The “Percent of Goal” column indicates the percent of the expected enrollment numbers that has been served as of 2/28/2017.

Overall, enrollment in Project Connect (94 families) as of this report is 64% of the expected to serve goals. Enrollment for HOMEBUILDERS® (144 families) is 77% of its goal.

Table 1. Number of Families Served vs. Number of Families Expected to Serve During the Waiver Period to Date (10/1/2016-2/28/2017)

	Families Enrolled (n)	Expected to Serve (April 2014 - February 2017)	Difference Between Expected to Serve and Enrolled	Percent of Goal
HOMEBUILDERS®	144	187	43	77%
Project Connect	94	146	52	64%
Grand Total	238	333	95	71%

Referrals - approved and denied

Table 2 and 3 below identifies the total number of referrals made to SSF by program within the Waiver period (4/25/2014-2/28/2017), further broken down by approved and denied referrals. Referrals by CFSA social workers to HOMEBUILDERS® and Project Connect are sent to a

referral coordinator at CFSA. The CFSA referral coordinator then processes the referral by confirming eligibility, and sends the referral to the providers. There were a total of 41 families with 49 referrals made during this reporting period of which 34 referrals (69%) were approved for 31 families. Fifteen referrals (31%) were denied for HOMEBUILDERS® referrals during this time period.

Project Connect Referrals data was captured through program level data and therefore shows number of accepted referrals and enrolled families. There were a total of 20 families with 21 referrals made during this reporting period of which 19 referrals (90%) were approved by Project Connect. Only two referrals were denied.

Some examples of continued efforts to educate and collaborate with staff are as follows: 1. A newsletter was sent to staff and to community stakeholders highlighting HOMEBUILDERS® and Project Connect; 2. HOMEBUILDERS® and Project Connect have designated office space and designated areas for signage to display office hours; 3. All SSF providers participated in a resource fair to share the information with CFSA and private agency social workers 4. Weekly meetings are held with CPS, Community Partnerships, and HOMEBUILDERS® staff to review removal data and to use the information to refine marketing strategies with CFSA and private agency social workers.

Table 2. HOMEBUILDERS® Referral Approval Rates Waiver Period (4/25/2014-2/28/2017)

HOMEBUILDERS®

SAPR Period	Total Referrals (n)	Referrals by Family (n)	Accepted Referrals (n)	Accepted Referrals/Enrolled (%)
First: 04/25/2014 - 10/31/2014 (6 months)	7	6	5	(5/7) = 71%
Second: 11/01/2014 - 03/31/2015 (5 months)	22	20	12	(12/22) = 55%
Third: 04/01/2015 - 08/31/2015 (5 months)	36	32	22	(22/35) = 63%
Fourth: 09/01/2015 - 01/31/2016 (5 months)	61	50	36	(36/61) = 59%
Fifth: 02/01/2016 - 09/30/2016* (9 months)	123	103	87	(87/123) = 70%
Sixth: 10/01/2016 - 02/28/2017 (6 months)	49	41	34	(34/49) = 69%
Grand Total (04/25/2014 - 02/28/2017)	298**	252	196	(196/298) = 66%

* This is a 9 month period- if equated to a 5 month period, $123/9 = 13.7$ referrals per month x 5 = 68.3

** 5 referrals without Referral ID all denied

The following lists reasons why referrals were not approved for the remaining 15 HOMEBUILDERS® families

- Does not meet eligibility
 - Removal not imminent (9)
 - Child not in the home (2)
- Insufficient referral information provided (1)
- Needs met with other services (2)
- Other (1)

Table 3. Project Connect Referral Approval Rates Reporting Period (4/25/2014-2/28/2017)

SAPR Period	Total Referrals (n)	Referrals by Family (n)	Accepted Referrals (n)	Accepted Referrals/Enrolled (%)
First: 04/25/2014 - 10/31/2014 (6 months)	2	2	1	1 (50.0%)
Second: 11/01/2014 - 03/31/2015 (5 months)	38	31	15	15 (39.5%)
Third: 04/01/2015 - 08/31/2015 (5 months)	15	12	10	10 (66.7%)
Fourth: 09/01/2015 - 01/31/2016 (5 months)	16	15	14	14 (87.5%)
Fifth: 02/01/2016 - 09/30/2016* (9 months)	49	42	32	32 (65.3%)
Sixth: 10/01/2016 - 02/28/2017 (6 months)	21	20	19	19 (90.5%)
Grand Total (04/25/2014 - 02/28/2017)	141		91	91 (65.4%)

The following lists reasons why referrals were not approved for the remaining 2 Project Connect families

- Ineligible - Parenting Together Conference did not occur
- Ineligible - Does not meet PC services requirement

Referral Timeliness - from CFSA to Provider and Enrollment

Table 4 displays the average number of days from the date of referral to the date the referral was sent to the provider. Referrals were processed in immediately for HOMEBUILDERS. This data point is unavailable for Project Connect due to the program data source.

The “Average days from referral to enrollment” is the difference between the date that the referral was made to the provider and the date that the family actually enrolled in the programs. The time between these two dates ranged from 1 to 12. The enrollment date can depend on a variety of factors, such as the date of the first intake meeting or the date of the parent’s participation in their first class. In contrast, some programs allow parents to enroll and participate in a program although the social worker has not submitted a referral. These

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families are represented by the negative days from referral to enrollment. Anecdotal reports from program staff, and the staff survey results, which are discussed in the Process Study, Results sections, suggest staff and social workers are unaware of the appropriate service and referral process. The SSF implementation team will be collecting more information around the needs of the population before revising the current marketing plan based upon feedback from the staff survey results.

CFSA has established targets for enrollment of families in services. The timeframes include: within 24 hours of the accepted referral (for HOMEBUILDERS®), and within 14 calendar days of the accepted referral (for Project Connect). The target for HOMEBUILDERS® and Project Connect have been met. Project Connect has improved on their time from last reporting period (15 days).

Table 4. Average Days to Process Referral (10/1/2016-2/28/2017)

Program Referred to	Families (n)	Days to Process Referral by CFSA (m)	Days from Referral to Enrollment (m)
HOMEBUILDERS®	31	0	1
Project Connect	19	N/A	12
<i>Grand Total</i>	<i>50</i>	<i>0</i>	<i>6.5</i>

Referrals - Approved and Enrolled

Table 5 displays the number and percent of families with approved referrals that were successfully enrolled in services. Reasons why families with approved referrals were not enrolled are listed below the table.

Approximately 85% of families are enrolled once they are approved. This current enrollment rate can be included in future CQI discussions that can determine the extent to which this rate is acceptable. The most cited reason for an accepted participant to not be enrolled is that a client or parent refused services (6)

HOMEBUILDERS® staff have indicated that families will sometimes decline services at the intake meeting, which is the point of enrollment, indicating that they did not realize the intensity and time commitment (8-10 hours/week) associated with the service and they either do not have time to dedicate to the service or do not feel that they need something that intense. As noted above, the implementation team has taken steps to address this through the informational sessions with staff to ensure that they explain the services accurately to families at the time of the referral. The team is also working to develop a brochure specifically for families that details the services to address miscommunications regarding the services.

The team suspects that challenges in the engagement of Project Connect families are also likely due to early delays in processing referrals. The family may have initially agreed to the service

and then later changed their mind. Project Connect staff have also expressed that families decline to participate after learning more about the service, noting that they were not aware of certain requirements, such as the need to meet twice a week with the Project Connect worker. CFSA is working to address these challenges through the ongoing communication strategies noted above to include informational sessions with staff to make sure they understand how to market the services to families. Efforts have also been made to develop brochures that details the program for families.

Table 5. Number and Percent of Families with Approved Referrals Who Were Successfully Enrolled in Services (10/1/2016-2/28/2017)

	Enrolled	Not Enrolled	Grand Total
Program Referred to	Families <i>n</i> (%)	Families <i>n</i> (%)	Families <i>n</i> (%)
HOMEBUILDERS®	25 (81%)	6 (19%)	31 (100%)
Project Connect	19 (90%)	2 (10%)	21 (100%)

Reasons why an approved referral did not end in an enrollment for the remaining 6 referrals were the following:

Project Connect - 2 families

- Ineligible - Parenting Together Conferene did not occur
- Ineligible - Does not meet PC services requirement

HOMEBUILDERS® - 6 families

- Client's request/client(s) refused, non-responsive or non-compliant (6)

B. Major evaluation activities and events (e.g., primary and secondary data collection, data analysis, database development).

The major evaluation activities and events are listed and briefly described below.

1. Analyzed family functioning and outcomes data

This reporting period focused heavily on data extraction processes and analyses. The evaluators worked with CFSA's Child Information Systems Administration (CISA) and providers to further hone data extraction, matching and analysis procedures. This process was time intensive and many lessons were learned, which will be processed following submission of the SAPR. Lessons learned will be included in the next SAPR.

2. Participated in strategic planning sessions and overall discussions regarding HOMEBUILDERS® and Project Connect.

The SSF implementation team has coordinated planning sessions for Project Connect and HOMEBUILDERS® to explore where the projects are in terms of implementation, how that compared to where implementation partners thought they would be, the extent to which they

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are meeting their targeted goals, and where they would like to go next. These meetings are expected to continue into the next reporting period. The conclusions of these discussions will be reported in the next SAPR.

3. *Detailed review of financial records/invoices*

Financial records/invoices for contracted providers are a major data source for the cost study. One member of the evaluation team has been assigned to further research the available data sources for the cost study. This evaluator spent focused time during the reporting period reviewing invoices for each provider and created a spreadsheet of cost data points, the definition of the data points, and other data needed. Requirements for provider invoicing vary by contract. Follow-up requests to providers are being sent to understand data and/or obtain more data (i.e. more detailed invoices/accounting records). Electronic case record information such as ETO for PESP and Project Connect, and ODM for HOMEBUILDERS® may be another source that can correlate actual time spent with Title IV-E participant. The research on data sources will continue into the next reporting period.

4. *Weekly/twice-weekly meetings with the SSF Evaluators and the Implementation Team have continued to occur.*

The SSF evaluators and implementation teams continue to be in close contact and meet at least once a week. The SSF implementation team has also coordinated several meetings with evaluators and providers to discuss fidelity, outcomes, and data collection, ensuring a Participatory Evaluation.

C. Challenges to the implementation of the evaluation and the steps taken to address them.

The following describe the challenges and changes to the originally proposed evaluation design:

1. Delay in the analysis of outcomes data and less frequent analysis of outcomes data to date. Outcomes data are analyzed by Waiver programs, rather than for the Waiver as a whole. Given that there are multiple Waiver programs, challenges occurred with linking data from multiple data sources, we underestimated the time and effort to clean and understand the various Waiver data sources and systems. Further, there were fewer families referred and enrolled compared to original expectations. We had planned to provide quarterly reports on active and closed families; however, given the aforementioned challenges, we only started reporting on outcomes data during late 2015 and early 2016, and reports were semi-annual rather than quarterly. The decision has been made by the CFSA Waiver implementation team for the outcomes evaluation to focus only on HOMEBUILDERS® and Project Connect. At this point the numbers of families enrolled in HOMEBUILDERS® and Project Connect has risen, which will allow for a more regular analysis of data. The evaluators and Waiver implementation team will discuss frequency of reporting in the early months following the submission of this report.

2. Changes to the timeframe during which stakeholder surveys (i.e., staff, leadership, and caregivers/youth) were originally going to be administered.

After much consideration and time developing the SSF stakeholder surveys, the SSF implementation and evaluation teams decided to join efforts with CFSA's Trauma II implementation team to conduct a joint stakeholder's survey. Given the opportunity to streamline efforts (i.e., minimize duplication for survey respondents, incorporate an agency-wide approach to exploring implementation of various approaches, and the fact that the evaluation team is the same for both SSF and Trauma II), the date for dissemination of the surveys was delayed from the first year of implementation (April 2014 through April 2015) to mid-way through the second year of implementation (October 2015). The original proposed follow-up time periods for the stakeholder survey were mid-way during implementation (2.5 years - midway through 2016) and during the final year of Waiver funding. The second administration of the stakeholder survey will occur in June of 2017 to coincide with the final year of Trauma II implementation and again during the third quarter of the final year of Waiver implementation (fall of 2018).

Administration of the survey during these new timeframes is viewed as a valid approach by the SSF evaluation and implementation teams because it still allows for perspectives to be captured at three successive points in time during implementation.

3. Edits to the outcomes

Outcomes have been updated to align better with the revised federal child welfare outcomes, and wording has been changed to better specify our outcomes, indicators and benchmarks. Table 3 displays the original outcome and proposed outcome. These outcomes are proposed and will not be finalized until further discussion are held with leadership from Project Connect, HOMEBUILDERS®, and CFSA, and approval is received from our Federal Project Officers. However, outcomes data in this report reflect the proposed outcomes, benchmarks, and indicators because they are more meaningful than the original outcomes.

Table 6: Proposed Changes to Outcomes

Applicable Waiver Program	Original Outcome	Current Proposed Outcome	Current Proposed Benchmark	Current Proposed Indicator(s)
Project Connect, HOMEBUILDERS®	90% of families will not have a repeat report of maltreatment within 6 months of the initial report	Children are safe	90% of families will not have a substantiated report within 12 months of initiation of Waiver services	% of families with any substantiated report 12 months following Waiver program initiation % of families with substantiated report during receipt of Waiver services % of families with substantiated report 12 months after Waiver discharge

4. Elimination of a meeting tracking tool to identify policy changes and the interactions of policy changes among CFSA and the District of Columbia Department of Behavioral Health (DBH) that the evaluation team is contracted to evaluate (i.e., Waiver, Trauma grant, DC Gateway)

As a process evaluation method to track Waiver policy changes and the interaction of the policy changes among the Trauma grant, Waiver, and System of Care initiatives, the original Waiver evaluation plan included the utilization of a meeting tracking tool for work teams involved in grant activities. The tracking tool would capture attendance, date, and number of meetings, as well as workgroup type, and a summary of the meeting. This method was proposed for the CFSA Trauma grant as well. More than 80 meeting minutes were analyzed by the evaluators' Social Work Intern and the Trauma Grant Specialist during the spring of 2015. While the evaluators and Trauma Grant Specialist concluded that these data serve as documentation for the resources and effort needed to implement the Trauma grant, the time to compile the data and analyze the data for policy changes outweighed the benefits. The evaluators and Trauma Grant Specialist concluded that focus groups would be a more time efficient source for gathering data on policy changes. Therefore, it was decided that the meeting tracking tool would not be utilized for the Waiver or the Trauma grant evaluation. Rather, focus groups and surveys would serve as the source for this information.

5. Elimination of the administration of surveys to youth.

The original evaluation plan stated that surveys would be administered to youth and caregivers. After some consideration, a number of factors resulted in the decision to only survey caregivers:

1. Youth may not be directly involved in the service or are too young to answer questions (with the exception of PASS); 2. The time to develop a survey for youth that cuts across all programs may be time-intensive, yet it would be difficult to yield valid results given the logistics to actually deliver the survey (e.g., identification of a target child, age appropriate questions). Given that caregivers of youth involved in PASS are also directly involved in the service, the evaluation team decided to survey PASS caregivers only.

6. Eliciting feedback from caregivers.

During the October 2015 – April 2016 reporting period, surveys were mailed to 69 caregivers from all programs who were currently receiving or had received services from Waiver programs. The goal was to obtain point-in-time data from participants and then administer the survey to another cross-sectional sample every 6 months. A \$5 gift card was provided with the survey. Only four surveys were returned. Since then the evaluators and the SSF implementation team has discussed whether or not to make another attempt with an additional mailing, to conduct phone calls, or to hold a focus group. The evaluators and implementation team are leaning more toward conducting focus groups.

7. Elimination of a matrix to match safety, risk, and caregiver strengths and barriers to program and program eligibility criteria.

The evaluation plan included the original goal of creating a matrix to match Structured Decisions Making Assessment Tools (e.g. safety, risk and caregiver strengths/barriers assessments) to program and program eligibility. The evaluation team would then have been able to examine the match between eligibility criteria, presenting needs of families, and referral to Waiver programs, to explore the extent to which the presenting needs were matched to actual receipt of program referred to and received. Several discussions during the first year and a half of implementation, which included an outside consultant who has developed child welfare risk and strength/barrier tools. A review of safety and risk data for current families being served by CPS in-home occurred during the past year as well. Following this exploration, the CFSA implementation and evaluation teams have decided that matching safety, risk, and caregiver strengths/barriers to program and program eligibility criteria was not an effective strategy to identify families for SSF programs. Specifically, it was difficult to tie the risk or safety assessment information directly to the eligibility criteria for the models.

In looking at outcomes for the risk assessment, families who were determined to be at high or intensive risk levels may have been appropriate for services, in particular HOMEBUILDERS®; however, not all families who score at this risk level would be eligible unless they had a child at imminent risk for removal. In addition, the risk assessment is more about predicting the likelihood of future maltreatment. Furthermore, families that are determined unsafe should result in a removal, which could indicate a referral for HOMEBUILDERS®, but the addition of services would indicate the family is “safe with a plan.” Yet, not all families who are deemed “safe with a plan” are necessarily considered at imminent risk of removal and thus, this would not inherently make them eligible for HOMEBUILDERS®. With the exception of Project Connect, most families who were deemed “Safe” or “Safe with a Plan” would be eligible for any of the Waiver programs. Thus, the determination was made that the SDM assessment tools are not accurate in determining program eligibility.

8. Overall staff turnover and transition for the Waiver implementation and evaluation teams. Morgan Buras, one of the two evaluators from the evaluation team left her position in December 2015. Dr. Brian Pagkos, one of the two lead evaluators from the evaluation team left his position in April 2016. Tyanna Williams from the CFSA Waiver Implementation team, who worked closely with the evaluators accepted a new position at CFSA in February 2016. Julie Fliss from the CFSA Waiver implementation team, who has worked closely with the evaluators, left her position in May 2016. Dr. Ruby Nelson, Program Manager for the Community Services Division assumed the lead coordinator role for the Waiver. However, Dr. Nelson left CFSA in October

2016. CFSA ensured continuity within the project in spite of staff changes; however, these multiple transitions and brief absences posed some time delays to data collection and analysis.

New team members were hired to replace staff that have departed. Brandi Collins was hired as a new evaluator in January of 2016. Stephanie Boyd replaced Tyanna Williams in January 2016. Brittney Hannah replaced Julie Fliss in August 2016. Robert Matthews replaced Debra Porchia Usher as Deputy Director, Community Partnerships, in December 2016. Dr. Pagkos and Melissa Affronti will continue to serve as consultants on methods. Tabitha Gerwitz will replace Dr. Affronti as the Lead Evaluator and will tap staff at her organization, Coordinated Care Services, Inc., who employ a data team and PhD-level consultants with experience in overall methods design and data analysis.

9. Inability to determine service receipt for the pre-waiver matched sample
In efforts to answer the evaluation question, “Were services expanded as a result of the Waiver?” the evaluators expected to compare preventive services received for a matched group of families served by CFSA prior to the Waiver, and Waiver families. After discussions with CFSA systems staff, it was determined that CFSA does not formally track preventive services provided to CFSA families. Therefore, the evaluators can only assess the extent to which services were expanded via the Waiver by exploring the difference between expected and actual numbers of families served during the Waiver period.

III. Significant Evaluation Findings to Date

A. Child Welfare Outcomes

Title IV-E Waiver Sample Parameter

Analyses were conducted by program and on discharged families only (i.e., program discharge date was not null). Some families received services in more than one program.

a. Child Welfare Outcomes

SSF evaluators have worked with CISA to match SSF program data with FACES data to track outcomes. An initial set of outcomes has been analyzed and an initial review has taken place with the SSF implementation team. The methods and results can be found below.

Outcomes Study - HOMEBUILDERS® and Project Connect Methods

The outcomes study is examining whether or not a Child Protective Services (CPS) report was made or a foster care entry occurred while a family was in the program and following discharge. All parents, caregivers, children, and youth with an enrollment date for a Safe and Stable Families (SSF) program from the implementation of the Title IV-E program (October 24, 2014) through February 28, 2017 were included in the sample. CFSA’s Child Information System’s

Administration (CISA) matched the SSF sample to FACES records to gather information on the parent, caregiver, child, or youth's possible involvement with CFSA prior to, during, and within 12 months of the conclusion of their involvement with the SSF program.

CFSA involvement is defined as participating in an open case, or having an open or closed CPS investigation. Waiver families were matched to families that were served by CFSA prior to the Waiver. Criteria for the matched sample were as follows:

- Families served by CFSA
- Families served between January 25, 2012 and January 25, 2013
 - 90 day match periods prior to the referral date were granted
- Risk (high risk)
- Safety (unsafe)
- Gender
- Race
- Date of birth/age
- Number of CPS referrals
- Number of substantiated reports

For Project Connect, families may or may not have had a child in foster care at the time of entry.

Three primary data sources were used for HOMEBUILDERS® analysis:

- Data from the google spreadsheet used by CFSA to track referral process and program activity including enrollments and discharges
- Data on CPS reports and Foster Care activity from DC CFSA CISA
- Data from ODM, the practice and reporting system used by HOMEBUILDERS® by East River Family Strengthening Collaborative
 - General program information
 - North Carolina Family Assessment Scale (NCFAS), administered by HOMEBUILDERS® staff upon enrollment and at discharge

Two primary data sources were used for Project Connect analysis:

- Data on CPS reports and Foster Care activity from DC CFSA CISA
- Data from ETO, the practice and reporting system used by Project Connect, by Far Southeast Family Strengthening Collaborative
 - General program information
 - North Carolina Family Assessment Scale (NCFAS), administered by Project Connect staff at enrollment, every 90 days thereafter, and at discharge

Based on the matching criteria listed above, the evaluation team was able to match 76 pre-waiver families of the 90 waiver HOMEBUILDERS® sample families (84.4%)

Based on the matching criteria listed above, the evaluation team was able to match 16 pre-waiver families of the 19 waiver Project Connect sample families (84.2%)

Analytics assess the extent to which a family had a CPS report of foster care placement during their time receiving the Title IV-E service, or following discharge.

Results for HOMEBUILDERS® and Project Connect are described below. The results include data from families who were successfully and unsuccessfully discharged (including early discharges). Incomplete or inconclusive results were not included.

In instances where a parent/guardian and child were not found on the same report, the evaluation team will complete a review of cases and will determine the appropriateness of the closure type (successful or unsuccessful), and will make suggestions where needed.

Results will be reviewed to examine any correlation between type of discharge (successful or unsuccessful) and length of service.

Outcomes Study - HOMEBUILDERS® Results

Table 7. HOMEBUILDERS® Demographics

Demographics	
Families with a primary caregiver aged 17-25 [n (%)]	20 (16%)
M age of primary caregiver	37
Age range of primary caregiver	19-80
M number of children in the case/referral	2
Number of children range in the case/referral	1-8
Families with children aged 0-6 [n (%)]	59 (46%)

On average, primary caregivers are 37 years old (ranging in age from 19 - 80) and have 2 children (ranging from 1 child to 8 children).

Table 8. Substantiated CPS Reports

Pre-Waiver Matched Sample <i>n</i> = 76	Waiver Sample Successfully Discharged (complete) <i>n</i> = 90	Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 45				
	CFSA Benchmark: 90% of families will not have a substantiated report within 12 months of initiation of Waiver services. HOMEBUILDERS Benchmark: 75% of families will not have a substantiated report during the HOMEBUILDERS intervention.					
Indicator	<i>n</i> (%)	Indicator	Follow-up (<i>n</i>)	<i>n</i> (%)	Follow-up (<i>n</i>)	<i>n</i> (%)
Families with a substantiated CPS report within 12 months of a matched date of program enrollment	16 (21%)	Families with a substantiated CPS report within 12 months of program enrollment	41	22 (54%)	28	17 (61%)
Families with a substantiated CPS report during matched service dates	2 (3%)	Families with a substantiated CPS report during services	N/A	15* (17%)	N/A	(0) 0%
Families with a substantiated CPS report within 12 months following discharge	14 (18%)	Families with a substantiated CPS report within 12 months following discharge	36	15 (42%)	27	(16) 59%

* This number may be inaccurate as referrals may not be counted in FACES for families with an open case. This limitation is being explored. According to the site visit reports, 6 families across the two sites had CPS reports (91.5% of families across the sites did not have new reports) and the HB standard has been met for the two sites.

21% (*n* = 16) of the matched families had a substantiated CPS report within 12 months of a matched date of program enrollment compared to 54% (*n* = 22) of successfully discharged Waiver families and 61% (*n* = 17) of unsuccessfully discharged Waiver families.

3% (*n* = 2) of the matched families had a substantiated CPS report during matched services dates compared to 17% (*n* = 15) of successfully discharged Waiver families and 0% (*n* = 0) of unsuccessfully discharged Waiver families. However, 17% (*n* = 15) of successfully discharged Waiver families with a CPS report during services may be inaccurate due to system limitations. Referrals may not be counted in FACES for families with an open case.

18% (*n* = 14) of the matched families had a substantiated CPS report within 12 months following discharge compared to 42% (*n* = 15) of successfully discharged Waiver families and 59% (*n* = 16) of unsuccessfully discharged Waiver families.

CFSA benchmark is that **90% of families will not have a substantiated report within 12 months of initiation of Waiver services**. HOMEBUILDERS® benchmark is that 75% of families will not have a substantiated report during intervention. This benchmark has been met.

Unsuccessful discharged families were the most likely to have a substantiated CPS report within 12 months of enrollment (61%) and within 12 months following discharge (59%) when

compared to successfully discharged families (54% and 42%)). Both of these groups were higher than the Matched sample group (21% and 18%).

Table 9. Time between Opening CPS Report and Substantiated CPS Report

	Pre-Waiver Matched Sample <i>n</i> = 76			Waiver Sample Successfully Discharged (complete) <i>n</i> = 90			Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 45		
	<i>n</i>	<i>M</i> (days)	Range (days)	Follow-up (<i>n</i>)	<i>M</i> (days)	Range (days)	Follow-up (<i>n</i>)	<i>M</i> (days)	Range (days)
Time between opening and substantiated CPS report during service	2	25	23-27	N/A	15	1-28	N/A	N/A	N/A
Time between opening and substantiated CPS report after discharge (within 12 months)	14	60	29-174	15	154	32-327	16	129	7-342

Time between opening a CPS report and substantiation was calculated for the matched group and the Waiver group, successful and unsuccessful discharges.

Time from opening a CPS report and a substantiated CPS report was calculated for 2 pre-waiver matched families. The average number of days was 25 days (*m* = 25 days; range of 23 - 27 days). This is an increase compared to the successfully discharged Waiver families (*n* = 90; *m* = 15 days; range = 1 - 28 days). Calculations for the unsuccessfully discharged Waiver families were not completed, as no unsuccessfully discharged families in the Waiver sample had a substantiated report during service.

Time from opening a CPS report and a substantiated CPS report within 12 months of discharge was calculated for 14 pre-waiver matched families. The average number of days was 60 days (*m* = 60 days; range of 29 - 174 days). This was less than the number of days for successfully discharged Waiver families (*n* = 15; *m* = 154 days; range = 32 - 327 days) and to the unsuccessfully discharged Waiver families (*n* = 16; *m* = 129 days; range = 7 - 342).

Enrollment in services seemed to increase the amount of time between discharge and a substantiated CPS report for regardless of discharge outcome (154 and 129 average days) when compared to the Pre-Waiver Match Sample (60 days). The effect of Waiver services on successfully discharged families was slightly better (154 days) than those that did not successfully complete services (129).

Table 10. Foster Care Entry

Pre-Waiver Matched Sample <i>n</i> = 74		Waiver Sample Successfully Discharged (complete) <i>n</i> = 90			Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 45	
		CFSA Benchmark: 90% of families will not have an entry into out-of-home care within 12 months of initiation of Waiver services. HOMEBUILDERS Benchmark: At least 70% of children referred for HOMEBUILDERS will not have an out-of-home placement 6 months following closure of services. This standard has been met.				
Indicator	<i>n</i> (%)	Indicator	Follow-up (<i>n</i>)	<i>n</i> (%)	Follow-up (<i>n</i>)	<i>n</i> (%)
Families with a foster care entry within 12 months of a matched date of program enrollment	10 (14%)	Families with an entry within 12 months of program enrollment	41	11 (27%)	28	14 (50%)
Families with a foster care entry during matched service date	3 (4%)	Families with an entry during services	N/A	2 (2%)	N/A	4 (9%)
Families with a foster care entry within 12 months following a matched discharge date	9 (12%)	Families with an entry within 12 months following discharge	36	7 (19%)	27	13 (48%)
Families with a foster care entry within 6 months following a matched discharge date	4 (5%)	Families with an entry within 6 months following discharge	69	9 (13%)	41	16 (39%)
Families with a foster care entry between 6 to 12 months following a matched discharge date	5 (7%)	Families with an entry between 6 - 12 months following discharge	36	1 (3%)	27	2 (7%)

Unsuccessful discharges fared the worst of all samples when looking at foster care entries. They did worse than the matched sample on all indicators except “Foster care entries between 6-12 months of discharge” where they were the same. Successful discharged families did better than matched sample on two indicators, “Families with a foster care entry during matched services date (2%, 4%) and “Families with a foster care entry between 6-12 months following discharge” (3%, 7%).

The following indicators were analyzed:

- Families with a foster care entry within 12 months of program enrollment (or matched program enrollment)

14% ($n = 10$) of the matched families had a foster care entry within 12 months of a matched date of program enrollment compared to 27% ($n = 11$) of successfully discharged Waiver families and 50% ($n = 14$) of unsuccessfully discharged Waiver families.

- Families with a foster care entry during services (or matched service date)
4% ($n = 3$) of the matched families had a foster care entry during matched service date compared to 2% ($n = 2$) of successfully discharged Waiver families and 9% ($n = 4$) of unsuccessfully discharged Waiver families.

- Families with an entry within 12 months following discharge (or matched discharge date)
12% ($n = 9$) of the matched families had a foster care entry within 12 months following a matched discharge date compared to 19% ($n = 7$) of successfully discharged Waiver families and 48% ($n = 13$) of unsuccessfully discharged Waiver families.

- Families with a foster care entry within 6 months following discharge (or matched discharge date)
5% ($n = 4$) of the matched families had a foster care entry within 6 months following a matched discharge date compared to 13% ($n = 9$) of successfully discharged Waiver families and 39% ($n = 16$) of unsuccessfully discharged Waiver families.

- Families with an entry between 6 - 12 months following discharge (or matched discharge date)
7% ($n = 5$) of the matched families had a foster care entry between 6 - 12 months following a matched discharge date compared to 13% ($n = 9$) of successfully discharged Waiver families and 39% ($n = 16$) of unsuccessfully discharged Waiver families.

CFSA benchmark is that ***90% of families will not have an entry into out-of-home care within 12 months of initiation of Waiver services.*** HOMEBUILDERS® benchmark is that at least 70% of children referred for HOMEBUILDERS® will not have an out-of-home placement 6 months following closure of services. This benchmark has been met.

Table 11. Time between Opening and Foster Care Entry

	Pre-Waiver Matched Sample <i>n</i> = 74			Waiver Sample Successfully Discharged (complete) <i>n</i> = 90			Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 45		
	<i>n</i>	<i>M</i> (days)	Range (days)	Follow-up (<i>n</i>)	<i>M</i> (days)	Range (days)	Follow-up (<i>n</i>)	<i>M</i> (days)	Range (days)
Time between opening and entry during services	3	20	6-26	2	21	6-35	4	15	6-20
Time between opening and foster care entry following discharge (within 6 months of discharge)	4	103	44-160	9	154	60-193	16	57	6-152
Time between opening and foster care entry after discharge (6 - 12 months)	5	289	216-353	1	292	292	2	209	196-221

Time between opening a CPS report and a foster care entry was calculated for the matched group and the Waiver group, successful and unsuccessful discharges.

Time between opening a CPS report and a foster care entry was calculated for 3 pre-waiver matched families. The average number of days was 20 days (*m* = 20 days; range = 6 - 26 days). This is a decrease compared to the successfully discharged Waiver families (*n* = 2; *m* = 21 days; range = 6 - 35 days) and a decrease compared to the unsuccessfully discharged Waiver families (*n* = 4; *m* = 15 days; range = 6 - 20 days).

Time between opening a CPS report and a foster care entry within 6 months of discharge was calculated for 4 pre-waiver matched families. The average number of days was 103 days (*m* = 103 days; range = 44 - 160 days). This is a decrease compared to the successfully discharged Waiver families (*n* = 9; *m* = 154 days; range = 60 - 193 days) and an increase compared to the unsuccessfully discharged Waiver families (*n* = 16; *m* = 57 days; range = 6 - 152 days).

Time between opening a CPS report and a foster care entry within 6 - 12 months of discharge was calculated for 5 pre-waiver matched families. The average number of days was 289 days (*m* = 289 days; range = 216 - 353 days). This is a decrease compared to the successfully discharged Waiver families (*n* = 1; *m* = 292 days; range = 292 days) and an increase compared to the unsuccessfully discharged Waiver families (*n* = 2; *m* = 209 days; range = 196 - 221 days).

Outcomes Study - Project Connect Results

Table 12. Project Connect Demographics

Demographics	
Families with a primary caregiver aged 17-25 [n (%)]	3 (6%)
M age of primary caregiver	36
Age range of primary caregiver	23-57
M number of children in the case/referral	2
Number of children range in the case/referral	1-6
Families with children aged 0-6 [n (%)]	35 (65%)

On average, primary caregivers are 36 years old (ranging in age from 23 - 57) and have 2 children (ranging from 1 child to 6 children).

Table 13. Substantiated CPS Reports

Pre-Waiver Matched Sample <i>n</i> = 16	Waiver Sample Successfully Discharged (complete) <i>n</i> = 19	Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 35				
	CFSA Benchmark: 90% of families will not have a substantiated report within 12 months of initiation of Waiver services.					
Indicator	<i>n</i> (%)	Indicator	Follow-up (<i>n</i>)	<i>n</i> (%)	Follow-up (<i>n</i>)	<i>n</i> (%)
Families with a substantiated CPS report within 12 months of a matched date of program enrollment	7 (44%)	Families with a substantiated CPS report within 12 months of program enrollment	18	1 (6%)	22	3 (14%)
Families with a substantiated CPS report during matched service dates	7 (44%)	Families with a substantiated CPS report during services	N/A	1 (5%)	N/A	3 (9%)
Families with a substantiated CPS report within 12 months following discharge	0 (0%)	Families with a substantiated CPS report within 12 months following discharge	9	0 (0%)	14	1 (7%)

44% (*n* = 7) of the matched families had a substantiated CPS report within 12 months of a matched date of program enrollment compared to 6% (*n* = 1) of successfully discharged Waiver families and 14% (*n* = 3) of unsuccessfully discharged Waiver families.

44% (*n* = 7) of the matched families had a substantiated CPS report during matched services dates compared to 5% (*n* = 1) of successfully discharged Waiver families and 9% (*n* = 3) of unsuccessfully discharged Waiver families.

0% (*n* = 0) of the matched families had a substantiated CPS report within 12 months following discharge compared to 0% (*n* = 0) of successfully discharged Waiver families and 7% (*n* = 1) of unsuccessfully discharged Waiver families.

CFSA benchmark is that **90% of families will not have a substantiated report within 12 months of initiation of Waiver services**. This benchmark has been met.

Families served within Project Connect were less likely to have a substantiated CPS report within 12 months of enrollment and during services when compared to matched families. Successfully discharged families were the least likely as less families had a substantiated report during service, within 12 months of enrollment, or within 12 months following discharge than unsuccessfully discharged families.

Table 14. Time between Opening CPS Report and Substantiated CPS Report

	Pre-Waiver Matched Sample <i>n</i> = 7		Waiver Sample Successfully Discharged (complete) <i>n</i> = 1		Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 3	
	<i>M</i> (days)	Range (days)	<i>M</i> (days)	Range (days)	<i>M</i> (days)	Range (days)
Days between opening and substantiated CPS report during service	29	9-57	284	284-284	159	4-260
	Pre-Waiver Matched Sample <i>n</i> = N/A		Waiver Sample Successfully Discharged (complete) <i>n</i> = 0		Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 1	
Days between opening and substantiated CPS report within 12 months of discharge	N/A	N/A	N/A	N/A	322	322-322

Time between opening a CPS report and substantiation was calculated for the matched group and the Waiver group, successful and unsuccessful discharges.

Time from opening a CPS report and a substantiated CPS report during service was calculated for 7 pre-waiver matched families. The average number of days was 29 days ($m = 29$ days; range of 9 - 57 days). This is a decrease compared to the successfully discharged Waiver families ($n = 1$; $m = 284$ days; range = 284 - 284 days) and compared to the unsuccessfully discharged Waiver families ($n = 3$; $m = 159$; range = 4 - 260)

Time from opening a CPS report and a substantiated CPS report within 12 months of discharge was not able to be calculated for the matched families or the successfully discharged Waiver families due to the lack of eligible families. The average number of days for the unsuccessfully discharged Waiver families was 322 days ($n = 1$; $m = 322$ days; range of 322 - 322 days).

Enrollment in services seemed to increase the amount of time before a substantiated CPS report regardless of discharge outcome (284 and 159 average days) when compared to the Pre-Waiver Match Sample (29 days). The effect of Waiver services on successfully discharged families was better (284 days) than those that did not successfully complete services (159).

Table 15. Foster Care Re-Entry

Pre-Waiver Matched Sample <i>n</i> = 16		Waiver Sample Successfully Discharged (complete) <i>n</i> = 19		Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 35		
		CFSA Benchmark: 90% of families who achieved reunification during their involvement will not have a re-entry. Permanency is achieved by at most 6 months following discharge.				
Indicator	(<i>n</i>)%	Indicator	Foster Care Exit/Follow-up (<i>n</i>)	(<i>n</i>)%	Foster Care Exit/Follow-up (<i>n</i>)	(<i>n</i>)%
Families with a foster care exit during a matched service date	(7/16) = 44%	Families with a foster care exit during their involvement with Project Connect	N/A	(4/19) = 21%	N/A	(1/35) = 3%
Families with a foster care exit who had a re-entry during a matched service date	(1/16) = 6%	Families with a foster care exit who had a re-entry during their involvement with Project Connect	4	(0/19) = 0%	1	(0/1) = 0%
Families with a foster care entry within 12 months following a matched discharge date	(1/16) = 6%	Families with a foster care entry within 12 months of discharge from Project Connect	9**	(0/19) = 0%	14**	(1/14) = 7%
Families with a foster care exit within 6 months of a matched discharge date	(1/16) = 6%	Families with a foster care exit within 6 months of discharge from Project Connect	16***	(0/19) = 0%	24***	(2/24) = 8%

** Could include families who had children in care prior to discharge or at discharge that were not returned home for at least 12 months after discharge

***Could include families who had children in care prior to discharge or at discharge that were not returned home for at least 6 months after discharge

44% (*n* = 7) of the matched families had a foster care exit during matched service date compared to 21% (*n* = 4) of successfully discharged Waiver families and 3% (*n* = 1) of unsuccessfully discharged Waiver families.

6% (*n* = 1) of the matched families had a foster care exit and re-entry during matched service date compared to 0% (*n* = 0) of successfully discharged Waiver families and 0% (*n* = 0) of unsuccessfully discharged Waiver families.

6% (*n* = 1) of the matched families had a foster care entry within 12 months following a matched discharge date compared to 0% (*n* = 0) of successfully discharged Waiver families and 8% (*n* = 2) of unsuccessfully discharged Waiver families.

6% (*n* = 1) of the matched families had a foster care exit within 6 months of a matched discharge date compared to 0% (*n* = 0) of successfully discharged Waiver families and 8% (*n* = 2) of unsuccessfully discharged Waiver families.

CFSA benchmark is that **90% of families who achieved reunification during their involvement will not have a re-entry**. This benchmark has been met.

No enrolled families (successfully or unsuccessfully discharged) had any re-entries during service. No successfully discharged families had any re-entries 12 months following discharge.

Table 16. Time between opening and foster care entry

	Pre-Waiver Matched Sample <i>n</i> = 16			Waiver Sample Successfully Discharged (complete) <i>n</i> = 19			Waiver Sample Unsuccessfully Discharged (includes early closure) <i>n</i> = 35		
	Families (<i>n</i>)	<i>M</i> (days)	Range (days)	Families (<i>n</i>)	<i>M</i> (days)	Range (days)	Families (<i>n</i>)	<i>M</i> (days)	Range (days)
Days between opening (program enrollment date) and permanency	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Days between opening (program enrollment date) and re-entry (1st re-entry) during service	0	N/A	N/A	2	180	94-265	3	118	34-206
Days between opening (program enrollment date) and re-entry within 12 months of discharge	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A

The time between opening a CPS report and permanency was not calculated due to the structure of the data. The data point “permanency” is currently being collected as a “yes/no” dichotomous field, limiting length of stay or duration analyses.

Time between opening a CPS report and a foster care re-entry was not calculated for the matched families, as none of the matched families had a foster care re-entry during service or within 12 months of discharge.

Time between opening a CPS report and foster care re-entry during service was calculated for the Waiver group, successful and unsuccessful discharges.

Time between opening a CPS report and a foster care re-entry during service was calculated for 2 families. The average number of days was 180 days (*m* = 180 days; range = 94 - 265 days). This is an increase compared to the unsuccessfully discharged Waiver families (*n* = 3; *m* = 118 days; range = 34 - 206 days).

Time between opening a CPS report and a foster care re-entry within 12 months of discharge was not calculated for Waiver families, as none of the successfully discharged or unsuccessfully discharged families had a foster care re-entry within 12 months of discharge.

Successfully completing services increased the amount of time before a foster care entry when compared to the Pre-Waiver Match Sample and the unsuccessful discharges.

B. Family Functioning Outcomes

Family Functioning - North Carolina Functional Assessment Scale (NCFAS) - Project Connect and HOMEBUILDERS®

The North Carolina Family Assessment Scales (NCFAS) is administered by HOMEBUILDERS® at enrollment and at discharge to determine how a family is functioning on various domains. The NCFAS is only administered to families who were “completed.” The NCFAS is comprised of the following five domains: Environment, Parental Capabilities, Family Interactions, Family Safety, and Child Well-Being. Each domain is assessed to be essential or nonessential for children to remain in the home or to prevent placement. Almost all eligible families should have Family Safety or Parental Capability as essential for safety or for the child to remain in the home (i.e., essential for improvement). Each domain includes five to seven individually rated items as well as an overall score for that domain. The domain and subscales are scored as a strength or problem for the family along a six point continuum using the following scale: +2 Clear Strength and +1 Mild Strength (Positive Range), 0 Baseline/Adequate (Baseline), -1 Mild Problem, -2 Moderate Problem, and -3 Serious Problem (Negative Range). The overall score for that domain is not an average of the subscales. Rather, the subscales are used to inform the decision to rate an overall domain score.

The North Carolina Family Assessment Scale for General Services and Reunification (NCFAS G + R) is administered by Project Connect 6 weeks after enrollment, every 90 days thereafter¹, and at discharge, to determine how a family is functioning on various domains. The NCFAS G + R includes the original five NCFAS domains (i.e., Environment, Parental Capabilities, Family Interactions, Family Safety, Child Well-Being), two additional domains focusing on reunification (i.e., Caregiver/Child Ambivalence, Readiness for Reunification), and three additional general family assessment domains (i.e., Social/Community Life, Self-Sufficiency, Family Health). Each domain includes five to seven individually rated items as well as an overall score for that domain. The domain and subscales are scored as a strength or problem for the family along a six point continuum using the following scale: +2 Clear Strength and +1 Mild Strength (Positive Range), 0 Baseline/Adequate (Baseline), -1 Mild Problem, -2 Moderate Problem, and -3 Serious Problem (Negative Range). The overall score for that domain is not an average of the subscales. Rather, the subscales are used to inform the decision to rate an overall domain score. Unlike HOMEBUILDERS®, Project Connect does not deem specific NCFAS domains as essential for improvement.

HOMEBUILDERS® NCFAS findings

Ninety-five (95) of the 97 families who completed HOMEBUILDERS® had a NCFAS administered at baseline and discharge. NCFAS baseline and discharge domain scores were individually calculated for the essential for safety or for the child to remain in the home (i.e.,

¹ The addition of the ongoing 90 day assessment began in FY 2017. No closed families will have these additional assessments at this point.

essential for improvement) and non-essential domains. The percentage of families that had an improvement of at least one point was calculated for each essential and non-essential domain. This standard of an increase in one point was provided by the HOMEBUILDERS® consultant, Institute for Family Development (IFD).

Table 17. Below displays the domains and the number and percent of families with that domain deemed as “essential for improvement” for families who have “completed”

HOMEBUILDERS® to date. The most common domains essential for improvement are “Parental Capabilities” at 51.6% of families (49), followed by “Family Safety” (36.8%/35), and “Child Well-Being” (28.4%/27). The least common domain deemed essential was “Environment” (12.6%/12). According to IFD, almost all eligible families should have Family Safety or Parental Capability as essential for improvement. Almost 58% (57.9%) of families who had a NCFAS completed had at least one of these domains rated as essential.

The HOMEBUILDERS® standard is for 80% of families to improve at least one point on the Parental Capability and Family Safety domains. This benchmark has not yet been met, but is close to being met.

Table 17. Below shows the number and percent of families with who improved by at least one point on any domain deemed “essential for improvement” for families who have “completed” HOMEBUILDERS® to date. The HOMEBUILDERS® standard is for 80% of families to improve at least one point on the Parental Capability and “Family Safety” domains. This benchmark was met for Family Safety at 88.6% of families improving by at least one point. It has not yet been met for the Parental Capability domain, but is close to being met, currently at 72.9%. At least 64.3% and up to 74.1% of the families with one or more of the three other domains deemed as essential for improvement improved on that domain.

Table 17. HOMEBUILDERS® NCFAS Findings by Domain identified as Essential for Improvement

Domain	Essential for Improvement (n)	Improving by at least 1 point (n)	% Improving
Parental Capabilities	49*	35	72.9%
Family Safety	35	31	88.6%
Family Interactions	14	9	64.3%
Environment	12	7	58.3%
Child Well-Being	27	20	74.1%

* 1 score missing, percent is out of 48

The number and percent of families with who improved by at least one point on any domain not deemed “essential for improvement” for families who have “completed” HOMEBUILDERS® to date is found in Table 18. At least 19.53% and up to 73.3% of the families with one or more of the three other domains deemed as essential for improvement improved on that domain. The same percentage of families improved whether Parental Capabilities was deemed non-essential

or essential (73%). However, less than 50% of families improved on their non-essential domains.

Table 18. HOMEBUILDERS® NCFAS Findings by Domain NON Essential for Improvement

Domain	Not Essential for Improvement (n)	Improving by at least 1 point (n)	% Improving
Parental Capabilities	46**	33	73.3%
Family Safety	60	26	43.3%
Family Interactions	81***	24	30.8%
Environment	83****	16	19.5%
Child Well-Being	68*****	30	45.5%

* 1 score missing, percent is out of 48

**1 score missing, % is out of 45

***3 scores missing, percent is out of 78

****1 score missing, percent is out of 82

*****2 scores missing, percent is out of 66

Project Connect NCFAS Findings and SARI findings

All successfully discharged families had a NCFAS completed at baseline and discharge. However, there was an initial assessment missing for one family and a discharge assessment missing for another family at the time that this report was written. Program staff were able to locate the missing NCFAS scores after analysis had occurred. These scores will be included in the next SAPR.

Twenty-five (25) out of the 37 unsuccessfully discharged families had a NCFAS completed at both baseline and discharge. The main reason why the remaining NCFAS assessments were not completed was because the family was not involved for a long enough period of time for the enough information to be gathered to complete one or both assessments.

The percentage of families that had an improvement of at least one point was calculated. Table 19. shows the number of successfully discharged families and Table 20. shows the number of unsuccessfully discharged families who improved their score by at least one point on a particular domain. Domains that were not completed at baseline or closure or were deemed “unknown” or “not applicable” are not counted in the total number of assessments with two change scores. Table 21. compares the percent of successful and unsuccessful families improving by at least one point.

The highest percentage of successfully discharged families that improved on a domain was 62.5% (Environment). The lowest percentage of successfully discharged families that improved on a domain was 28.6% (Child Well-Being). The highest percentage of unsuccessfully discharged families that improved on a domain was 47.8% (Environment). The lowest percentage of unsuccessfully discharged families that improved on a domain was 8.3% (Social

Community). These findings suggest that at most only 62.5% of successfully discharged families improved on at least one domain. Further, the findings also show that for the Child Well-Being and Self-Sufficiency domains, the percentage of families increasing were higher for unsuccessful families compared to successful families, and for Child Well-Being, the percentages of families increasing were the same.

Olsen, Laprade, and Holmes (2015) conducted a state-wide evaluation of families served by Project Connect. They assigned a level of involvement to each family (i.e., high, some, slight) in order to explore the potential relationship between outcomes and level of involvement. While this Waiver evaluation is not yet examining level of involvement, the evaluators are exploring adding this analysis to the next quarterly report. The range of improvement for highly involved families in the state-wide evaluation was 72% (Parental Capabilities) to 55% (Family Safety). For families who were involved “some,” improvement ranged from 59% (Parental Capabilities) to 33% (Family Safety). The range of improvement for families who were involved “slight,” in the state-wide evaluation was 43% (Child Well-Being) to 17% (Family Interaction). While the small sample sizes for this Waiver evaluation limit any conclusions that can be drawn at this point, and statistical significance cannot yet be calculated, a comparison of the ranges of improvement on the NCFAS domains for the Waiver study to the state-wide findings suggest that the percentage of Waiver families increasing on NCFAS domains are somewhat lower; however, are not vastly different. More time and a deeper-dive into the findings (e.g., an exploration of why a higher percent of families increased on certain domains compared to other domains, what the expectations might be more for successfully and unsuccessfully discharged families, and what other variables might confound the findings) is necessary and will occur as sample sizes increase.

Table 19. Number and Percent of Successfully Discharged Families Improving by at Least One Point on the NCFAS from Baseline to Discharge

Domain	Total with 2 Change Scores	<i>N</i>	% Improving
Child Well-Being	14	4	28.6%
Environment	16	10	62.5%
Family Health	16	7	43.8%
Family Interactions	15	9	60.0%
Family Safety	16	8	50.0%
Parental Capabilities	16	7	43.8%

Table 20. Number and Percent of Unsuccessfully Discharged Families Improving by at Least One Point on the NCFAS from Baseline to Discharge

Domain	Total with 2 Change Scores	N	% Improving
Child Well-Being	23	9	39.1%
Environment	24	10	41.7%
Family Health	23	10	43.5%
Family Interactions	22	9	40.9%
Family Safety	24	9	37.5%
Parental Capabilities	20	6	30.0%
Self-Sufficiency	23	11	47.8%
Social Community	24	2	8.3%
Caregiver/Child Ambivalence	22	5	22.7%
Readiness for Reunification	23	4	17.4%

Table 21. Comparison of Successfully and Unsuccessfully Discharged Families Improving by at Least One Point on the NCFAS from Baseline to Discharge

Domain	Successful	Unsuccessful
Child Well-Being	28.6%	39.1%
Environment	62.5%	41.7%
Family Health	43.8%	43.5%
Family Interactions	60.0%	40.9%
Family Safety	50.0%	37.5%
Parental Capabilities	43.8%	30.0%
Self-Sufficiency	31.3%	47.8%
Social Community	50.0%	8.3%
Caregiver/Child Ambivalence	38.5%	22.7%
Readiness for Reunification	43.8%	17.4%

Risk Inventory for Substance Abuse-Affected Families (SARI) - Project Connect

The Risk Inventory for Substance Abuse-Affected Families (SARI) was created by the Project Connect program developers. Scales are designed to assess dimensions of substance abuse, and its associated problems that may make it more difficult for parents to meet the basic needs of their children. The scales may be used for case assessment and planning and for monitoring a family's progress in treatment. The SARI has eight scales, each comprising four to five descriptive statements defining each level of the scale. The scales are treated as an independent measures of the family's well-being: Commitment to Recovery, Effect on Child Rearing, Effect on Lifestyle, Pattern of Use, Parent's Self Care, Parent's Self Efficacy, Quality of Neighborhood, and Supports for Recovery. Each scale is scored from 1 to 4 or 1 to 5 to rate the level of risk and

incapacity for the family based on general patterns observed by staff at the point of rating, not on isolated or extreme occurrences. The score values 1 to 4 or 1 to 5 represent a customized set of descriptions for each scale. The descriptive statements are used to inform an overall score for each of the eight scales. The desirable outcome is for the family to move to a lower value on the scale, ultimately reaching a score of 1 or 2. Sometimes it may not be possible to rate each scale. For example, if the children have been removed from the home, the “not applicable” category should be used on the Effect on Child Rearing scale. The scales are designed to be completed by the staff responsible for that family after they have completed their initial assessment of the family and collected all relevant data needed for case planning. Periodic scoring thereafter will allow providers to monitor the family’s progress.

All but one of the successfully discharged families had a SARI completed at baseline and discharge. Sixteen (16) out of the 37 unsuccessfully discharged families had both scores completed at discharge. SARIs are also completed on a secondary caregiver if the secondary caregiver is an active part of Project Connect. Four successfully discharged families had a baseline and discharge SARI completed on a secondary caregiver; however, the change scores were usable for only three families given that many scores were deemed unknown for one of the families. Seven unsuccessfully discharged families had a baseline and discharge SARI completed on a secondary caregiver; however, many change scores could not be completed on all families because many of the scores were deemed “not applicable.” Change scores were calculated for each domain when the baseline and discharge scores were available, and were not deemed “not applicable” or “unavailable.”

A decrease in SARI scores is indicative of reduced risk. Table 22. below shows the number and percent of successfully discharged families who had a decreased change score of at least one point, indicating reduced risk on that scale. The scales with the highest percent of reduced risk for successfully discharged families who had those scales completed were Self-Efficacy and Support for Recovery, both at 50.0%. The scale with the lowest percent of successfully discharged families indicating a decreased risk was Commitment to Recovery at 11.1% of families. For unsuccessfully discharged families, the scale with the highest percentage of families showing decreased risk was Quality of Neighborhood at 33.3%. No families showed decreased risk on the Support for Recovery scale. When compared to the Olsen, Laprade, and Holmes (2015) state-wide evaluation of families served by Project Connect mentioned in the Project Connect NCFAS findings above, the range of improvement for highly involved families in the state-wide evaluation was 72% (Parental Capabilities) to 55% (Family Safety), from 39% (Quality of Neighborhood) to 54% (Effect on Child Rearing) for families who were involved “some” and 27% (Effect on Child Rearing) to 40% (Effect on Lifestyle) for slightly involved families. As mentioned in the NCFAS findings described above, a direct comparison from this Waiver’s findings to the statewide findings cannot be made; however, a comparison can explore how this Waiver’s families may be faring compared to other families who have completed Project Connect, and may identify where this Waiver’s demonstration may need to focus its efforts regarding the achievement of outcomes. For example, the percentage of families improving on the SARI for Waiver families does not exceed 57%, and does not dip below 27%.

The highest percentage of families improving for this Waiver is 50%, which is somewhat similar to the statewide findings; however, there are much lower percentages of families improving on other scales (e.g., 11.1% for Commitment to Recovery) when compared to the statewide findings. Further, an exploration needs to occur on whether or not an increase in certain scales is critical given Project Connect's treatment focus. These findings will be discussed with CFSA Waiver implementation staff, Children's Friend, and the evaluators shortly after the SAPR is submitted. More explanation on SARI findings will be included in the next SAPR. Further, although the findings are presented here for the secondary caregiver, the sample sizes are very small, limiting interpretation of the data. As sample sizes grow, findings for the secondary caregiver will be more meaningful.

Table 22. Decreased Risk as Indicated by the SARI - Successful Discharges

Domain	Primary Caregiver			Secondary Caregiver		
	Total with 2 Change Scores	<i>n</i>	% Decreased Risk	Total with 2 Change Scores	<i>n</i>	% Decreased Risk
Self-Efficacy	16	8	50.0%	3	1	33.3%
Commitment to Recovery	18	2	11.1%	3	0	-
Effect on Lifestyle	16	5	31.3%	3	1	33.3%
Patterns of Use	16	5	31.3%	3	0	-
Self-Care	14	4	28.6%	3	0	-
Quality of Neighborhood	13	5	38.5%	3	1	33.3%
Effect on Child Rearing	12	3	25.0%	3	1	33.3%
Support for Recovery	16	8	50.0%	3	0	-

Table 23. Decreased Risk for Unsuccessful Discharges as Indicated by the SARI

Domain	Primary			Secondary		
	Total with 2 Change Scores	<i>N</i>	% Decreased Risk	Total with 2 Change Scores	<i>N</i>	% Decreased Risk
Self-Efficacy	20	5	25.0%	1	0	0.0%
Commitment to Recovery	20	2	10.0%	5	1	20.0%
Effect on Lifestyle	18	2	11.1%	1	0	0.0%
Patterns of Use	19	3	15.8%	0	N/A	N/A
Self-Care	19	2	10.5%	1	0	0.0%
Quality of Neighborhood	15	5	33.3%	1	0	0.0%
Effect on Child Rearing	17	2	11.8%	1	0	0.0%
Support for Recovery	16	0	0.0%	0	N/A	N/A

Table 24. Comparison of Successfully and Unsuccessfully Discharged Families Improving by at Least One Point on the SARI from Baseline to Discharge

Domain	Successful	Unsuccessful
Self-Efficacy	50.0%	25.0%
Commitment to Recovery	11.1%	10.0%
Effect on Lifestyle	31.3%	11.1%
Patterns of Use	31.3%	15.8%
Self-Care	28.6%	10.5%
Quality of Neighborhood	38.5%	33.3%
Effect on Child Caring	25.0%	11.8%
Support for Recovery	50.0%	0.0%

CAFAS (Child and Adolescent Functional Assessment Scale) - PASS and Project Connect

The Child and Adolescent Functional Assessment Scale (CAFAS) will explore changes in functioning of Project Connect youth. CAFAS findings are unavailable for youth involved in Project Connect at this point. CFSA began CAFAS administration in July 2015. The implementation of CAFAS was system-wide, and there have been challenges with social workers completing the CAFAS on time. CFSA has been tracking completion rates and is working to increase administration of the assessment. Further, CFSA is working to create CAFAS reports for various programs within CFSA. The evaluators were only able to receive CAFAS/PECFAS scores for all CFSA youth at the time that the report was being written. The next steps are to identify only scores for Project Connect youth and to analyze the data.

C. Fidelity data

The CFSA Title IV-E Waiver evaluation plan outlined the following methods for tracking fidelity for HOMEBUILDERS® and Project Connect.

1. Training – numbers of staff trained by national trainers, officially certified, and adhering to additional training requirements;
2. Fidelity to practice standards which will include, a) findings from annual site visits (we will require at least one per year) which include record/case reviews, and reporting of findings and recommendations, b) findings from 3 record/case reviews per year, and c) local documentation of program standards adhered to in the following areas: referral criteria and acceptance into program, caseload size and make-up, supervision sessions, face-to-face contacts.

A platform to locally track adherence to standards will be developed in conjunction with Project Connect and HOMEBUILDERS'® national representatives and will be infused into the providers' databases as a tracking mechanism. Data on regular adherence to standards will be

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collected, analyzed, and reported on every 6 months. The SSF evaluation team will make CQI recommendations based on the results of the analyses.

An update for each of these areas is provided for HOMEBUILDERS® and Project Connect:

HOMEBUILDERS®

Fidelity to Practice Standards

1. Findings from annual site visits (required one per year) which include record/case reviews, and reporting of findings and recommendations

The next annual site review was to be conducted in the spring of 2017 by the Institute for Family Development CCADW Ward 7 team. The purpose of this visit is to conduct a qualitative and quantitative assessment of the team through observations of home visits, interactions with the families and a file review. IFD was unable to do their standard fidelity reviews (consisting of site visits, fidelity report with quantitative and “qualitative” data) because of the low referrals and significant turnover of staff. In order to do the full reviews they need to have at least 5-6 completed interventions per therapist.

Project Connect

Training

Numbers of staff trained by national trainers, officially certified, and adhering to additional training requirements

Required Training Name	Trainers	Date	Who Participated
Adolescent Development & Trauma	Progressive Life Center	October 2016	1 Program Manager
Risk Management	Progressive Life Center	October 2016	All team members
NTU Modality Training	Progressive Life Center	October 2016	1 Supervisor 1 Parent Educator 3 Project Connect Workers
NTU Certification	Progressive Life Center	October 2016	1 Supervisor 1 Parent Educator 3 Project Connect Workers
Self-Harm & Mutilation Certification	Progressive Life Center	October 2016	1 Project Connect Worker
NTU Certification	Progressive Life Center	November 2016	1 Supervisor 1 Parent Educator 3 Project Connect Workers
Self-Harm & Mutilation Certification	Progressive Life Center	November 2016	1 Supervisor 1 Project Connect Worker
CPR & First Aid Recertification	Progressive Life Center	December 2016	1 Parent Educator 1 Project Connect Worker
NCFAS Review	Progressive Life Center	January 2017	All team members
Assessment & Treatment of Substance Use Disorder	Progressive Life Center	February 2017	1 Supervisor 1 Parent Educator 1 Nurse 3 Project Connect Workers
Generational Boundaries in the Work Place	Progressive Life Center	February 2017	1 Parent Educator 1 Nurse 2 Project Connect Workers

Fidelity to Practice Standards

1. Findings from annual site visits (required one per year) which include record/case reviews, and reporting of findings and recommendations

An annual site visit occurred in September 2016. During this visit, the Project Connect Director from Children's Friend participated in interviews of key individuals from Catholic Charities, Progressive Life Center, FSFSC and CFSA, as well as focus groups and case reviews. The review included case record review of files, observations of home visits and interviews with clients, interviews with workers and manager, interviews with CFSA representatives and the Far Southeast Family Strengthening Collaborative.

An official report from IFD on the site will be included in the next SAPR. However, a summary of preliminary findings is as follows:

- 1) The teams made good progress over the past year as to practice fidelity overall.
 - a) There are 3 teams nearly fully staffed and trained. They have increased their caseloads and core services are being provided with good evidence as to modeling, relationship and team.
 - b) There is some potential for drift in the structural and procedural domains regarding the percent of the in-home chronic neglect cases. CFSA has responded to this with a unit designed for better oversight by CFSA and limiting caseloads to 20% per worker.
 - c) There is some inconsistency across the teams around the difference between clinical case management versus case management services.
- 2) There is a need to revisit the SARI and NCFAS for better case logic with the teams.
 - a) There is some drift across teams as to the use of these tools.
- 3) There is still a need for a governance team.
 - a) IFD continues to identify this as a need particularly as they move toward a train the trainer mechanism.

3. Fidelity-to-Practice Standards - Findings from 3 record/case reviews per year

As mentioned above, there was documentation of general adherence to structural and procedural fidelity in the case records.

4. Fidelity-to-Practice Standards - Local documentation of program standards adhered to in the following areas: referral criteria and acceptance into program, caseload size and make-up, supervision sessions, face-to-face contacts.

Children's Friend is in the process of finalizing their fidelity standards and methods to measure these standards. A description of the draft standards is as follows:

The Project Connect Fidelity Measurement process is divided into two different but connected elements.

- The first being a Functional Assessment which is more Subjective (observation, description, opinion) in nature of the Models' components of "Teamwork", "Relationship", and "Modeling".
- The second being a mostly objective (probably true facts) measurement of the Models' components of "Structural Fidelity", "Procedural Fidelity", and "Family Engagement".
 - To address "Structural Fidelity" and "Family Engagement" stakeholders from CFSA, FSFSC, ERFSC, EBFSC, CCADW and PLC developed the Project Connect Aftercare protocol to include the development of support

groups during program enrollment and post program enrollment such as medicine management, parenting classes, nutrition, understanding behavioral health diagnosis.

- The Aftercare protocol also established procedures for family engagement once discharged from Project Connect which would include phone calls, home visits conducted by the Project Connect worker to provide support for an identified challenge.

The review process normally would include process observation, record and policy reviews, individual staff as well as management interviews, key stakeholder interviews, stakeholder and client satisfaction reviews, and group discussions across all involved parties including clients.

V. Limitations

- a. Project Connect data did not include race or ethnicity. This data point will be requested for the next data pull.
- b. The data point “permanency” is currently being collected as a “yes/no” dichotomous field, limiting length of stay or duration analyses. Both a definition of “Permanency” and a date will be requested in the next data pull.
- c. Systems limitations regarding data collection in FACES of referrals for families with open cases may be leading to inaccurate data regarding counting substantiated CPS report during service date. The evaluation team will explore this nuance with the IV-E Waiver team.
- d. Small sample sizes for some analyses impede the ability to draw strong conclusions regarding initial findings or calculate statistical significance.

VI. Recommendations and Activities Planned for Next Reporting Period

During this reporting period, CFSA went through a transition period of leadership where a new Director, Deputy Director, Program Administrator, Program Manager, lead evaluator, IV-E Waiver Planning Advisor were brought on board. The new leadership team immediately assembled the Safe and Stable Families team to assess and evaluate the effectiveness of programming for families served under the title IV-E waiver.

Through a case review, analysis of preliminary data, GIS Mapping and a needs assessment administered to community partners and community services customers in the District, CFSA learned that referrals to HOMEBUILDERS® were relatively low and the number of families completing the programs successfully was even lower. Additionally, positive outcomes for

families were marginal given the percentage of withdrawals from the programs, and data integrity could be improved upon. Lastly, through GIS mapping, needs assessments and case reviews, the SSF team found that services were of greatest need in the Wards 7 and 8, and identified the specific barriers keeping families from staying engaged in the programs.

Moreover, results of the HOMEBUILDERS® case review and data analysis revealed the following themes:

- Barriers with parenting skills and disciplinary practices, mental health, child behavior problems, and unwillingness to supervise children.
- Strengths were the caretaker's willingness to participate in the intervention, stable housing and employment, strong family bonding, and outside supports.

Paired with the results of the process and outcomes study, CFSA has decided to focus on developing a transition plan to phase HOMEBUILDERS out and acquire a new service to address the gaps in family preservation services in the next reporting period. During the next reporting period, CFSA will search for a replacement intervention that matches the characteristics and needs of the target population and has already been tested with this population.

Maximization of Project Connect Services.

CFSA will continue to focus on maximizing the use of Project Connect services to use this service to its full capacity. This includes developing continuous quality improvement processes and performance monitoring to enhance the use of data to improve practice. These processes will consist of developing methodology to perform quarterly case reviews and monthly utilization reports. CFSA believes this rigorous internal processes are key to the success of the demonstration project.

Further Exploration of How to Revise the Early Intervention Services to Increase Effectiveness

CFSA will explore revising the capacity of the parent education and support programs due to the poor results of HOMEBUILDERS. Since CFSA will be assessing options to discontinue the use of HOMEBUILDERS®, CFSA will focus on maximizing the use of the early intervention services such as PESP in an effort to decrease the number families in need of HOMEBUILDERS®.

Full Implementation of Family Coaching Models

The Children and Family Services Agency will focus on developing the goals, objectives and targets for the Family Peer Coaches Program as CFSA has been able to collect enough data to

establish a baseline. Going forwards efforts will be put into developing a sound tracking mechanism with consistent objectives and targets so that the program is used to its maximum potential. This program helps hard to engage families who are involved with CFSA by pairing them with other families that have had the experience of involvement with CFSA. These individuals can help the family navigate the system and help them work towards achieving their goals and safe case closure.

During this reporting period there was a total of 15 referrals submitted to the program and 13 of those referrals was accepted to the Family Peer Coaches program. Of the 13 accepted referrals, 3 (23%) had a repeat report to the hotline after the start of services. However, of the 3 families that had repeat reports, there were no substantiations. All allegations support neglect as the cause of CFSA involvement.

A new project director was hired October 2016 and a Family Peer Coach in January 2017 due to a resignations in September and December respectively. The new Family Peer Coach completed the Certified Family Peer Specialist Program through DBH and internship with Community Connections.

Implementation of a District-wide prevention strategy for vulnerable families

CFSA will continue to work with other District agencies and community partners to develop an effective prevention plan to address the needs of the most vulnerable families. CFSA was able to begin collecting data to pinpoint where these families live, current available services and gaps in resources by creating Geomaps to identify the areas in the greatest needs of services and by administering needs assessments to community partners and community services customers in an effort to understand the needs of the families. CFSA is further working with Casey Family Programs to situate emerging primary prevention ideas within CFSA's larger strategic agenda, including the waiver opportunity and past efforts. Convening and discussions are anticipated to occur in October 2017.

Consideration to Methods to Sustain Implemented Services

CFSA will expand its exploration of strategies to sustain services following the waiver period. This will be heavily considered in finding a replacement for HOMEBUILDERS®. While the replacement will need to match the characteristics of the target population and be tested with the target population, it will also need to be an effective intervention that is already in place that could address the problem. CFSA intends to conduct a review of existing resources in determining effective and cost efficient services that can be maintained at the expiration of the waiver. CFSA will also explore revising the current contract for Project Connect staff to ensure sustainability and quality improvements.

Anticipated Activities for the Evaluation Plan

The following are major demonstration and evaluation activities that will occur during the subsequent reporting period:

- Continue to monitor referrals and program enrollment.
- Determine method for gathering Title IV-E Waiver participant feedback.
- Continue to collect and analyze outcomes data.
 - In order to measure permanency instead of foster care exits and entries, the evaluators will utilize “placement exit reason” and “exit date” within the foster care data. The Waiver team will assist in identifying those reasons that will define a permanent placement.
 - Race and Ethnicity will be added to the requested data points for Project Connect Add race
 - The evaluation team will explore the nuance with the IV-E Waiver team of how referrals for families with open cases are collected.
 - Length of stay, particularly for those that were discharged unsuccessfully will be used to further analyze both family functioning and child welfare outcomes.
- Continue to review provider invoices, create spreadsheets to continue to track data for the cost study, and continue conversations with the providers on details found in invoices. Utilize Module A as provided by JBA to plan for Cost Study
- Continue to meet weekly with SSF implementation team.
- Support team in re-examining utilization and outcomes to measure program fit for the DC Waiver.

Attachment Q74(d), Placements Report

Placement Type	Home Type	FY2017 Subsequent Placements														No subsequent Placements	Total Placement Episodes
		Foster Homes					Group Settings			Other							
		Kinship	Pre-Adoptive	Therapeutic	Traditional	Total	Group Homes	Independent Living	Total	Abscondance	Correctional Facility	Hospitals	Not in Legal Placement	Total			
Foster Homes	Kinship	0	0	0	1	1	0	0	0	0	0	0	0	0	2	3	
	Pre-Adoptive	1	0	0	0	1	0	0	0	0	0	0	0	0	0	1	
	Therapeutic	0	0	5	0	5	0	0	0	0	0	0	0	0	0	5	
	Traditional	5	1	0	21	27	0	0	0	0	0	0	0	0	6	33	
	Traditional Foster Family Emergency (STAR Home)	1	0	5	11	17	1	1	2	1	2	1	2	6	0	25	
	Subtotal	7	1	10	33	51	1	1	2	1	2	1	2	6	8	67	
Group Settings	Diagnostic and Emergency Care	0	0	2	14	16	12	0	12	5	2	1	4	12	1	41	
	Subtotal	0	0	2	14	16	12	0	12	5	2	1	4	12	1	41	

Placement Type	Home Type	FY2018 Subsequent Placements									No subsequent Placements	Total Placment Episodes
		Foster Homes			Diagnostic and Emergency Care	Group Settings		Other				
		Pre-Adoptive	Traditional	Total		Group Homes	Total	Abscondance	Correctional Facility	Total		
Foster Homes	Pre-Adoptive	0	1	1	0	0	0	0	0	0	0	1
	Traditional	1	2	3	0	0	0	0	0	0	0	3
	Traditional Foster Family Emergency (STAR Home)	0	3	3	0	1	1	1	0	1	1	6
	Subtotal	1	6	7	0	1	1	1	0	1	1	10
Group Settings	Diagnostic and Emergency Care	0	0	0	1	0	1	0	1	1	2	4
	Subtotal	0	0	0	1	0	1	0	1	1	2	4
Total Placement Episodes		1	6	7	1	1	2	1	1	2	3	14

Child and Family Services FY 2017 and FY 2018 Federal Reprogrammings - Question #94

FY 2017 - Federal Reprogrammings

<i>Name of Reprogramming</i>	<i>Amount</i>	<i>Original Purpose of Funds</i>	<i>Reprogrammed Use of Funding</i>
Court Monitoring SPSS	20,680.00	SAS/SPSS Software within the Office of Court Supervision	Training and consultation services for employees
CISA Software Maintenance	60,000.00	Hardware acquisitions for the agency	To supply additional software maintenance for the agency
Kinship Diversion	125,000.00	Contractual support for the Kinship Diversion program	To sustain direct services to the children and families of the district under the Kinship Diversion Program
Repurpose Prevention Grants Expansion	638,135.69	Preventive Services - Grants/Expansion program within Policy and Planning	To maintain professional service needs within the Policy activity
Repurpose Prevention Grants/Well Being Database	160,000.00	Preventive Services - Grants/Expansion program within Policy and Planning	The champion the installation of the Well Being database model
ANU Family Services	50,000.00	Foster & Adoptive Parent Advocacy Center (FAPAC) grant	To supply consulting and training to the employees of the agency through ANU Family Services
Employee Recognition	10,000.00	Supplies for Employee Recognition events	To support recognition events for the Employee Recognition
Employee Recognition	2,500.00	Supplies for Employee Recognition events	To maintain advertising and recruitment efforts for prospective Social Workers
CISA Software Maintenance	100,000.00	FACES Database (Deloitte Contract)	To secure additional software maintenance services for the agency
Adult Assessor Services	100,000.00	Direct services for families	To adequately provide adult assessor services for the clients of the agency
Capacity Building	458,136.63	Homebuilders Provision of Services	To fund capacity building positions for maintenance of persons within the collaboratives
Healthy Horizons Clinic	445,000.00	Direct services for families	Ensure the provision of medical support services to the children serviced by the agency's Healthy Horizons Clinic
Office of Youth Empowerment	215,612.99	Personnel Services (Regular Pay and Fringe)	To sustain printing needs, activities and direct services for children under the Chafee program
Healthy Horizons Clinic	75,487.53	Building services/maintenance and IT consulting	To replace worn furniture in the Healthy Horizon clinic and support software needs throughout the agency
Total	2,460,552.84		

FY 2018 - Federal Reprogrammings

<i>Name of Reprogramming</i>	<i>Amount</i>	<i>Original Purpose of Funds</i>	<i>Reprogrammed Use of Funding</i>
Kinship Diversion Program	250,000.00	Contractual support for the Kinship Diversion program	To support direct services to the children and families of the district under the Kinship Diversion Program
Legal	2,500.00	Legal supplies	To support training and required memberships on behalf of the General Counsel
CISA memberships	100,000.00	Hardware Acquisitions	Maintain the necessary IT memberships
Total	352,500.00		

Attachment Q95, CFSA Research and Analysis Reports

CFSA Research and Analysis Reports

Project	Purpose	Frequency	Status
Good Faith Efforts	Assessed whether Quality Assurance agreed that Entry Services met Good Faith Efforts as documented in FACES.Net	Quarterly on the 1 st of the month	<ul style="list-style-type: none"> • Issued reports for January, April, & September 2017 • Analyzing Dec 2017 GFE referrals
Hotline Calls	Observations of Recorded Hotline Calls to assess the Hotline Workers' customer service & handling of calls	Monthly	<ul style="list-style-type: none"> • Issued data reports/trends for Jan – March 2017, April – June 2017, and July – Sept 2017 • Developing data report for Oct – Dec 2017 results
Educational Neglect Screenouts	Assess if Entry Services appropriately assessed and screened out educational neglect referrals	Monthly	<ul style="list-style-type: none"> • Issued reports of January – March 2017 & April - June 2017 • Drafted July – Sept 2017 report (under review) • Completed Oct, Nov reviews; reviewing December 2017 referrals
Visit, Safety Assessment	Assess the frequency of visits and assessment of safety during visits for 1 st four week, in-home, and out-of-home cases	Cases open in May 2017	<ul style="list-style-type: none"> • Representative review conducted in June - July 2017 • Issued data results in Sept 2018 • Drafted narrative report (under review)
10/15 Day RED Teams	Observe 10/15 day RED meetings to assess the quality of the discussion, decision making on next steps on investigations	Monthly	<ul style="list-style-type: none"> • Issued data reports for January – April 2017 & May – December 2017
Quality Service Reviews and Report	To assess organizational practice to see what's working and what's	Annual review of each program area and annual	March 31, 2018 report submission date for FY17

Project	Purpose	Frequency	Status
	working. Emphasis on CQI	report	
Child Fatality Review Report	To assess the level of the agency's involvement and identify any interventions that was implemented. To also look at trends and practice	Annual	March 31, 2018 report submission date for FY17
Acceptable Investigations Review Summary	Report of findings from review of cases to evaluate compliance with investigations policy and regulations	Quarterly	Ongoing
Intake CQI Customer Service	Actionable summary and recommendations of areas requiring improvement by hotline staff.	Twice a year - Feb and August	Upcoming February submission
Educational Neglect Data / Truancy Taskforce CFSA Referrals Analysis	To monitor the frequency of educational neglect referrals and participate on the District Truancy Task Force - DC Council / CJCC	Every School Year Quarter	Ongoing
Four Plus Reports Compliance Analysis	Manually validate submitted FACES data received to determine the quality of the contact.	Monthly	Ongoing
Collaborative Referral Compliance Analysis	Review each collaborative referral exception to make sure that the clients have been connected to or offered community services in the prior month.	Monthly	Ongoing

Comprehensive Addiction and Recovery Act and Positive Tox Analysis Report	Monitoring of compliance with the Comprehensive Addiction and Recovery Act to promote newborn safety and reduce infant deaths.	Monthly	Ongoing
Community Papering Analysis	Provide regular updates regarding the number of cases being presented for community papering, the outcome of the community papering consult, and the outcome of the cases that go to court.	Twice a year – February and August	Upcoming February submission
Missed Visits Efforts Analysis	To determine acceptable efforts documented for missed visit efforts.	Monthly	Ongoing
Medicaid Number Compliance Analysis	Consult with the Business Services Admin. To track the compliance of the provision of Medicaid numbers and cards for children in foster care.	Monthly	Ongoing
Permanency Planning Goals Analysis	Ongoing analysis and tracking of timely permanency planning goals for youth in foster care.	Twice a year – February and August	Upcoming February submission
Overplaced Youth	Tracks and reports the compliance with foster home licensing standards and where these are exceeded.	Twice a year – February and August	Upcoming February submission
Youth Transitional Plans Compliance Analysis	Ongoing tracking and monitoring that youth who are eligible have timely and regular transitional plans completed.	Twice a year – February and August	Upcoming February submission

Education and Career Status for Youth in Foster Care	Evolving scorecard targeting meaningful outcomes indicators for older youth.	Quarterly	Ongoing
Family Assessment Open Referral Analysis	Management Information Request	Ad Hoc	Complete
CPS Caseloads Analysis	Tracks rates of compliance with caseload ratio requirements. CPS Managers use data to course correct.	Ad Hoc	Complete
Flexible Family Services Funds Review	Provide leadership with detailed information about families that received these funds from Child Protective Services.	Ad Hoc	Complete
Missed Visits Efforts Aggregated Acceptance Analysis	Identify the prevalence of agreement with the case supervisor when missed visit efforts are claimed in a given review period.	Ad Hoc	Complete
Community Papering Removals Through May 2017	Cases where children are removed into foster care subsequent to being community papered.	Ad Hoc	Complete
Health Standards Report for FY17	Aggregate report summarizing all health care screening performance in relation to the LaShawn benchmarks.	Ad Hoc	Complete
Permanency Exits by Employee in FY17	Timeliness and frequency of permanency exit type by applicable	Ad Hoc	Complete

	employees.		
Adoption Analysis FY17	Analysis of characteristics of timely adoptions and barriers in FY17.	Ad Hoc	Complete
Entry and Re-Entries Analysis FY17	Analysis of characteristics of entries and re-entries into foster care in FY17.	Ad Hoc	Complete
Community Partnerships Population and Levels of Care	Analysis into the new service demands and needs of families in the Community Partnerships Admin.	Ad Hoc	Complete
Sibling Placement Analysis Jul 16- Mar 17	Report reviewing incidences of siblings not placed together.	Ad Hoc	Complete
No Goal Analysis Jul 16- Mar 17	Analysis of cases identified with 'no permanency goal in FACES.net.	Ad Hoc	Complete
Replacement Health Screenings Analysis Nov-April 2017	Analysis of frequency of health screening for children who are disrupted and replaced in the foster care system.	Ad Hoc	Complete
Children with a Goal of Adoption by Age and Placement Type - May 2017	Analysis of Children with a Goal of Adoption by Age and Placement Type	Ad Hoc	Complete
First Four Weeks Longitudinal Analysis	Report looking at six months data to establish compliance with requirements to visit children in placement four times during the first four weeks of a placement.	Ad Hoc	Complete

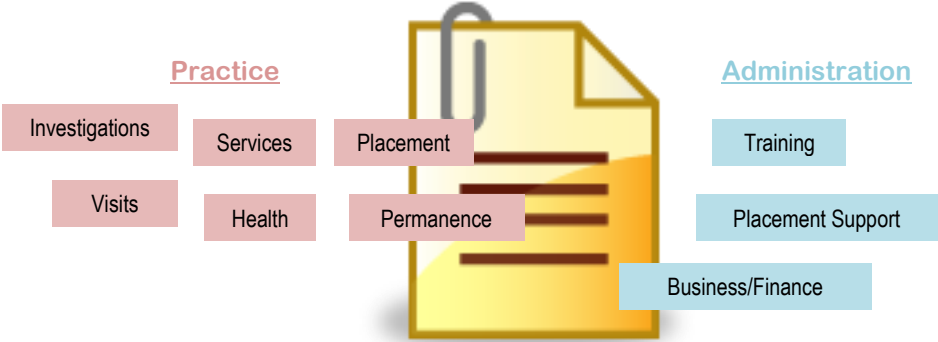
In-Home Cases by Open Date - Jan 2 2018	Analysis into the number of cases served in-home by length of time open.	Ad Hoc	Complete
Cases with a Goal of Guardianship	Analysis of Cases with a Goal of Guardianship.	Ad Hoc	Complete
Permanency Sibling Placement Analysis - Nov 2016	Report reviewing incidences of siblings not placed together.	Ad Hoc	Complete
Permanency Goals - Establishment and Exits	Report looking at timeliness of permanency goals and subsequent exits.	Ad Hoc	Complete
Follow-up by Program Areas on Education Neglect Screenouts	Reviewed educational neglect screen outs that had an open Child Protective Services Investigation or Family Assessment case at the time of the screenout to assess if Entry Services notified the ongoing worker of the screen out and if the ongoing workers acted upon them	May – June 2017 referrals	Complete
Placement Disruption Analysis	Reviewed the handling of placement disruptions based on assessment tools	June & July 2018 placement disruptions	Complete
Semi-Annual Progress Report by the Center for Collaboration	Evaluation of Federal Trauma Grant	Semi-annual	Completed October 2017
Semi-Annual Progress Report by the Center for Collaboration	Safe and Stable Families (Title IV-E Waiver)	Semi-annual	Completed November 2017

LaShawn: The Final Chapter

In 1989, the American Civil Liberties Union (later Children’s Rights, Inc.) filed the *LaShawn A. v. Barry* lawsuit over the quality of services the District of Columbia was providing to abused and neglected children in its care. Today, the District is working to meet all requirements of an Implementation and Exit Plan (IEP) negotiated in December 2010, so that Federal Court will return full control of local child welfare to the city.

What’s required?

- The IEP contains **88 performance standards** (see back) related to . . .
- 9 key aspects** of child welfare practice and administration (below).



Why does it matter?

Investigations		Speedy first response protects children from abuse/neglect and prompt services help troubled families. Families stay together whenever possible.
Services		Sufficient array of effective resources helps children and families overcome crises, change circumstances that place children at risk, and heal.
Placement		Less trauma of removal for children placed in safe, stable, quality settings for the shortest possible time
Visits		Monitor safety, support child and family progress in healing, maintain family connections, and support foster parents
Health		Promote children’s overall healthy growth and development while identifying and taking care of any special needs
Permanence		Expedite adoption for children who can’t return to their birth families
Training		Social workers, supervisors, managers, and foster parents build and maintain the skills and knowledge for optimum performance
Placement Support		License, manage, and maintain an array of placement options that meets the needs of children and youth who can’t be safe at home
Business/Finance		Operate strong quality assurance, information technology, and other administrative functions and maintain adequate staff and funding to meet demand for services and to continue reforms

What’s the status?

Key:

Achieved

Partially achieved

To be achieved



Baseline: December 2010 (based on 88 standards in Implementation and Exit Plan)



Performance as of December 2016 (Court Monitor Report, July-December 2016)



3 (3%)



LaShawn Implementation and Exit Plan: Status of 88 Standards, June 2017		To be achieved	Partially achieved	Achieved
Number in parentheses = Total number of performance standards in that subsection of the IEP		Each marker = 1 standard		
Child Protection				
Investigations (3)	■ ■		■	
Acceptable Investigations (1)	■			
Entering Reports into Computerized System (1)			■	
Maintaining 24-Hour Response System (1)			■	
Checking Prior Reports (1)			■	
Investigations of Abuse and Neglect in Foster Homes and Institutions (1)			■	
Services				
Services to Families and Children to Promote Safety, Permanency, and Well-Being (1)	■			
Case Planning Process (developed with family and of good quality) (1)	■			
Community-based Services Referrals for Low- and Moderate-Risk Families (1)			■	
Caseloads (1)		■		
Supervisory Responsibilities (2)			■ ■	
Case Planning Process (developed within 30 days of entry into care) (1)			■	
Family Court Reviews (1)			■	
Permanency Hearings (1)			■	
Special Corrective Action (1)			■	
Placement				
Relative Resources (2)			■ ■	
Placement of Children in Most Family-like Setting (2)			■ ■	
Placement of Young Children (2)			■ ■	
Reduction of Multiple Placements for Children in Care (1)			■	
Sibling Placements and Visits (2)			■ ■	
Assessments of Children Experiencing a Placement Disruption (1)	■			
Placement of Children in Most Family-like Setting (no staying overnight in office) (1)	■			
Placement within 100 Miles of the District (1)			■	
Visits				
Worker Visitation to Families with In-Home Services (2)	■		■	
Worker Visitation to Children in Out-of-Home Care (2)	■		■	
Visitation for Children Experiencing a New Placement or Placement Change (2)	■ ■			
Visits Between Parents and Workers (1)	■			
Visits Between Parents and Children (1)	■			
Sibling Visits: See “Placement”				
Health				
Health and Dental Care (5)		■ ■	■ ■ ■	
Permanence				
Appropriate Permanency Goals (4)			■ ■ ■ ■	
Legal Action to Free Children for Adoption (2)			■ ■	
Timely Adoption (timeliness of adoptive placement and finalization) (6)	■ ■		■ ■ ■ ■	
Timely Adoption (permanency planning team within 95 days) (1)			■	
Post-Adoption Services Notification (to families) (1)			■	
Post-Adoption Services (1)			■	
Training				
Training for New Social Workers and Supervisors (pre-service) (2)			■ ■	
Training for Previously Hired Social Workers, Supervisors, and Administrators (in-service) (2)			■ ■	
Training for Foster Parents (2)			■ ■	
Timely Approval of Foster/Adoptive Parents (begin training within 30 days of inquiry) (1)			■	
Training for Adoptive Parents (1)			■	
Placement Support				
Timely Approval of Foster/Adoptive Parents (1)			■	
Placement Licensing (1)			■	
Interstate Compact for the Placement of Children (ICPC) (1)			■	
Licensing Regulations (1)			■	
Licensing and Placement Standards (1)			■	
Foster Parent Licensure (1)			■	
Contracts to Require Acceptance of Children Referred (1)			■	
Provider Payments (1)			■	
Foster Parent Board Rates (1)			■	
Business/Finance				
Resource Development Plan (1)			■	
Financial Support for Community-based Services (1)			■	
Performance-based Contracting (1)			■	
Budget and Staffing Adequacy (1)			■	
Federal Revenue Maximization (1)			■	
Reviewing Child Fatalities (1)			■	
Policies for General Assistance Payments (1)			■	
Use of General Assistance Payments (1)			■	
Use of MSWs and BSWs (1)			■	
Social Work Licensure (1)			■	
Needs Assessment and Resource Development Plan (1)			■	
Quality Assurance (1)			■	
Maintaining Computerized System (1)			■	

