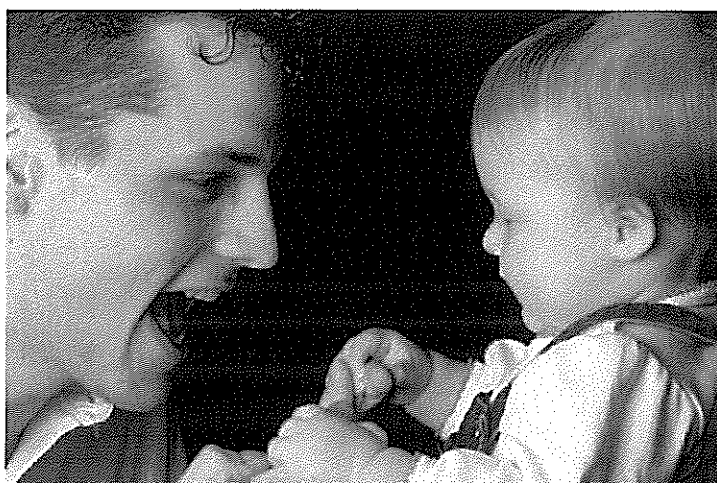




Children and Families Commission

Mini-Grant
08-09-01

APPLICATION FORMS



**LETTER OF INTENT DUE TO COMMISSION OFFICE NO LATER
THAN 4:00 PM JANUARY 31, 2008**

**APPLICATION DUE TO COMMISSION OFFICE NO LATER
THAN 4:00 PM MARCH 21, 2008**

4111 Creekside Dr., Suite B
Shingle Springs, California 95682
(530) 672-8298
Fax: (530) 672-8576
Email: first5edc@pacbell.net
Website: www.first5eldorado.com

Form A
Letter of Intent
(5 Points Maximum)
Mini-Grants Maximum request \$7,500
Due to Commission Office no later than 4:00 pm. January 31, 2008

Applicant Name: Department of Human Services

Applicant Agency/Organization: El Dorado County

Name of Proposed Project: Children's Protective Services – Furniture and equipment for visiting rooms and car seats

Agency/Organization Address: 3057 Briw Road

City: Placerville, CA Zip: 95667

Contact Person: Cathy Kinzel Phone: 530-642-7215

Email: ckinzel@co.el-dorado.ca.us Fax: 530-295-2724

Agency License number: N/A

Summary of Application (Description of intended Project-Please include enough information for clarity of project. Form may be expanded to allow for additional space, however, please keep information in the form template):

The visiting rooms at Department of Human Services Children's Protective Services (CPS) offices in Placerville and South Lake Tahoe are in need of new furniture and equipment. The visiting rooms provide a place where parents and their children, who are temporarily placed in foster care while the parents resolve issues that preclude family reunification. Acquisition of new and replacement furniture, equipment and supplies to brighten the atmosphere of the currently dreary rooms and facilitate family activities would provide a more conducive atmosphere in which parents can strengthen bonds with their children during these visits. Items requested to renovate the visiting spaces include loveseats and comfortable chairs with removable/washable covers, rocking chairs, toys, television and DVD players, DVDs, carpet sweepers, shelving and storage, child sized chairs, tables, posters/pictures, CD player and CDs for soothing music and diaper disposal bags/system.

CPS is also in need of a number of car seats to transport young children to visits, doctor appointments and court. CPS would like to have a few additional car seats to loan to foster parents so they are able to take children into their homes immediately when needed.

Specific funds are not available for minor equipment in the Department of Human Services Child Welfare Services budget.

Please check **ONE** Result Area the intended project will address

Result Area	X	Strong Families	Children Learning	Healthy Children
Programs		<ul style="list-style-type: none"> • Parent Support and Education • Early Childhood Intervention 	<ul style="list-style-type: none"> • Quality Early Care and Education • Early Education • School Readiness 	<ul style="list-style-type: none"> • Health Access • Oral Health Access • Home Hospital Visitation

Number of Parents/Guardians Receiving Service: **Approximately 40 per week**

Number of children Receiving Service: **Approx. 20/week 0-2** **Approx. 8/week 3-5**

Number of Special Needs Children 5 Years of Age and Under: **Approximately 2/wk**

Has applicant been previously funded? **No** If so, when and for what purpose **N/A**

Total Project Cost: Up to \$7,500. The Department will submit final figures with mini-grant application.

Amount Requested from Commission: Up to \$7,500. The Department will submit final figures with mini-grant application.

Due January 31, 2008 no later than 4:00 pm to the First 5 El Dorado Commission, 4111 Creekside Drive, Suite B, Shingle Springs, CA 95682. Please direct any questions to Bev Korsen (530) 672-8298 or bkorsen@pacbell.net.

Form B
 Disclosure Statement
 REQUIRED DOCUMENT
APPLICATION WILL NOT BE SCORED IF OMITTED

I, Doug Nowka of El Dorado County Dept of Human Services
 Name Agency

Hereby state that the funds being requested in this application do not supplant any existing revenue sources and that the answers given below are true and correct.

 Signature

 Date

Director of Human Services
 Title

In addition, please check yes or no on the following questions. If a yes answer is checked, please explain fully the circumstances and include discussion of the potential impact on the program if funded. As part of the application selection process, the Commission may validate the responses made below. The Commission reserves the right to reject all or part of the application if the applicant submits false or incorrect information.

A "yes" WILL NOT automatically exclude your application from the review process. (Please explain "yes" answers on a separate sheet of paper)

	Yes	No
Have you or anyone working for you been involved in litigation that may have a potential impact on the proposed program if funded?		X
Have there been unfavorable rulings by a funding source against your agency/organization for improper management or agreement compliance deficiencies?		X
Have you or anyone working for you had granted funds withheld?		X
Have you, or anyone working for you, been convicted of a crime?		N/A

Form C

Organization Description/Capability

Please note: Form may be expanded to allow for additional space, however, please keep information in the form template
(10 Points Maximum)

The history of the organization including the year it was founded/began, and the number of years in operation.

The Department of Human Services, Social Services Division has always been the designated provider of State funded Child Welfare Services for the County of El Dorado.

State the organization's primary mission

The El Dorado County Department of Human Services provides or facilitates a range of programs to assist persons in attaining or maintaining their self-sufficiency, independence and/or well-being. Our mission is to respectfully serve all persons in a manner that improves the overall quality of life in El Dorado County.

Describe the organization's services/programs

The El Dorado County Department of Human Services provides multiple programs to our community:

Family Services

- Home Energy Assistance
- Home Weatherization
- South Lake Tahoe Special Needs Transportation
- Supplemental Food Program for Women, Infants and Children (WIC)

Senior Services

- Activities
- Alzheimers Support
- Citizen Advocates for the Protection of Elders
- Family Caregiver Support Program
- Health Education Support Program
- Health Insurance Counseling and Advocacy Program
- Legal Assistance
- Long-Term Care Ombudsman
- Nutrition Services
- Senior Day Care
- Senior Information and Assistance
- Senior Peer Counseling
- Senior Shuttle
- Senior Times Newsletter
- Volunteer Program
- You Are Not Alone (YANA) Telephone Reassurance Program

Employment Services

Housing

- Community Development Block Grant Program
- Community Facilities
- Economic Development
- First Time Homebuyer Loan Program
- Housing Choice Voucher Program (Section 8)
- Housing Rehabilitation Loan Program
- Infrastructure
- Mortgage Credit Certificate Program

Health Care Services

- Medi-Cal
- County Medical Services Program

Cash Aid Services

Protective Services

- Adoption Services
- Adult Protective Services
- Child Protective Services
- Foster Care Licensing
- Multi Purpose Senior Services Program
- Public Guardian Office

One service offered by Child Protective Services is the provision of supervised visits between children and parents when children have been temporarily removed from the home. These visits, often court ordered, allow children and parents to maintain their bond while the parents work to resolve issues surrounding the removal of their children.

How do the services/programs relate to expectant Mothers and/or Fathers and children birth through age five?

Expectant mothers and/or fathers and children birth through age five can benefit from many of the social services programs listed above. They can receive a myriad of assistance from medical, food and housing to cash assistance, through the Department. The Department is mandated to protect the elderly, the disabled and the youth of El Dorado County. At times, this may mean the removal of a child from their parents' home in order to protect them while the parents seek help in order to re-unify with their children. From July 1, 2006 through June 30, 2007, 44% of the children in foster care were age 5 or under. (<http://cssr.berkeley.edu/ucb%5Fchildwelfare>)

Budget and Budget Narrative Request Form

Please note: Form may be expanded to allow for additional space, however, please keep information in the form template
(40 Points Maximum)

Additional lines may be added to this form in order to provide a complete listing of the items to be purchased for the intended project. Full description of item should include information such as:

1. Brand name
2. Ordering Information
3. Internet website to find item
4. Specific catalog with corresponding page

The more detailed the information the more points will be awarded.

Contractor Name:	El Dorado County Department of Human Services	
Project Name:	Children's Protective Services – New furniture and equipment for visiting rooms and car seat replacement.	
Contact Name & Title:	Cathy Kinzel, Staff Services Analyst	
Item		Item Amount Requested
1.		\$
Full description of item:		
2.		\$
Full description of item:		
3.		\$
Full description of item:		
4.		\$
Full description of item:		
5.		\$
Full description of item:		
6.		\$
Full description of item:		

7.	\$
Full description of item:	
8.	\$
Full description of item:	
9.	\$
Full description of item:	
10.	\$
Full description of item:	
11.	\$
Full description of item:	
Total Amount Requested	
	\$

Funding from other sources/match funding (Required). These may/may not be monetary depending upon the project, such as:

1. Volunteer labor
2. Employee time
3. Donated materials
4. Funding from other sources

Description	Please associate a value to the Match resources listed.
The Department of Human Services does not have any match funding for this project.	\$

I hereby state that the budget items requested do not supplant any existing revenue sources, or any existing program. I certify that all statements in this report are true and correct.

Doug Nowka

Print Name of Program Contact Person or Authorized Representative

Signature: Program Contact Person or Authorized Representative

Form E

Project Description/Scope of Work

Please note: Form may be expanded to allow for additional space, but please keep information in the form template
(45 Points Maximum)

Describe the Community need checked on the letter of intent, your proposal will address
The Department's proposal will assist in helping to strengthen the bond between parents and children by providing a safe and nurturing environment in which families can visit. The Department anticipates this will result in more successful visits between children and parents.
Describe the steps that will be taken to address the Community need described in the above question
Upon approval of the Department's proposal, the items requested for the visiting rooms will be purchased and installed as quickly as possible to provide a more nurturing atmosphere in which children and parents can maintain and enhance their bond. Car seats will be purchased and immediately put into use. Foster parents will be notified that car seats are available for loan so they are able to receive young foster children into placement immediately.
Provide a description of the specific activities being planned in the intended project and a timeline for implementation
Upon notice of award and receipt of grant funding to purchase and install the requested items, the Department will initiate purchase of furniture and equipment for the visiting rooms. This will be accomplished within 60 days of the receipt of the grant funding.
What are the positive outcomes you expect to see in the children served through this project, and how will you measure/document those outcomes?
The Department expects to see more positive behavior from both children and parents in the comfortable and nurturing environment provided by funding from this grant. Social Services Aides who oversee visits will be polled for their assessment of the effect the change in environment has had on the behavior of both children and parents during visits.

Form F
Collaboration
Bonus Points

(10 Points Maximum)

Based on the principles of First 5 El Dorado to maximize existing community resources serving children age five and under applicants demonstrating collaboration in the following areas have an opportunity to earn up to 10 Bonus Points.

Examples of Collaboration encouraged by the Commission include the following:

- 2) **Community Strengthening:** Partnerships that meet on a regular basis to collaboratively address community issues in the areas of Parent Support and Education and Early Education. Contact the lead agency for meeting dates, times and locations.

Region	Lead Agency	Contact Number
Georgetown Divide	Divide Ready by 5	(530) 823-7298
South Lake Tahoe	Lake Tahoe Collaborative, Tahoe Youth and Family Services	(530) 541-2445
Western Slope	El Dorado County Early Care and Education Planning Council	(530) 295-2312

- 3) **Strong Families Initiative-Special Needs:** In 2007-2008 First 5 El Dorado partnered with El Dorado County Office of Education, Special Education Local Plan Area (SELPA), to deliver developmental screenings to children and families in South Lake Tahoe and on the Western Slope. Early Childhood Specialists screen children for developmental concerns and link families with services based on the results of screenings. Services recommended as a result of the screenings are coordinated through an Early Childhood Team meeting. Program brochures are available for distribution. The SELPA Community Advisory Committees meet on a monthly basis. For more information on the Western Slope, contact Emi Johnson, SELPA Director, at 530-295-2228 or Marie Meagher, SELPA Director in South Lake Tahoe at 530-541-5930.
- 4) **Kit for New Parents:** The First 5 California Children and Families Commission's "Kit for New Parents" contains six educational videos, a Parents Guide with links to telephone and internet resources, and eight brochures, a baby book, and addresses prenatal care, early childhood development, nutrition, health, safety, and child care. The Kits are currently produced in English and Spanish, Chinese, Vietnamese and Korean. The Kits are free and available for distribution. For more information contact the Commission Office at 530-672-8298.
- 5) **Health Access – ACCEL:** The ACCEL Initiative connects families to health insurance. The Community Health Workers assist families in determining which health insurance programs they qualify for, provide assistance with the application process, and help the family identify, retain, and utilize their medical home. Program brochures are available for distribution. For more information, contact the EDC Health Department at 1-800-388-8690 or in South Lake Tahoe, 530-573-3155.

- 6) **Training and Technical Assistance:** First 5 El Dorado provides training and technical assistance for mini-grants at the Community Strengthening groups during the February meeting. You may also call the commission office anytime through March 14, 2008 to ask questions regarding the mini-grant process and/or receive the handouts from the February Community Strengthening training and technical assistance.

Discuss the Commission encouraged Collaboration in which you will participate. One to two points will be awarded for each program discussed. (10 points maximum)

Department staff, particularly Children's Protective Services staff, are involved in several collaborative efforts that address community issues in the areas of Parent Support and Education and Early Education. Some collaborative groups in which CPS staff are involved:

South Lake Tahoe Foster and Kinship Care Education

Collaborators include the El Dorado County Sheriff's Office, South Lake Tahoe Police Department, El Dorado County Probation, South Lake Tahoe Community College, Foster Family Services Agency, Mental Health, Fire Department personnel, Tahoe Youth and Family Services, Foster and Kinship Care Education Spanish Programs staff, and DHS. The purpose of the group is to discuss community needs regarding education and support of foster and kinship families of children ages 0 – 5 as well as older children, and to execute a plan to fulfill those needs.

Western Slope Foster and Kinship Care Education

Collaborators include Court Appointed Special Advocates (CASA), Folsom Lake Community College, the Foster Parent Association and DHS. The purpose of the group is to discuss community needs regarding education and support of foster and kinship families of children ages 0 – 5 as well as older children, and to execute a plan to fulfill those needs.

CPS Field Service Project

This project places a Public Health nurse in CPS. The nurse works with CPS social workers to provide a collaborative approach to visiting children who are in, or referred to, the child welfare system. The nurse works with community resources and health-care providers to furnish a skilled professional assessment, case finding, care coordination, intensive informing, support and referral that increases access to care for at-risk target populations.

Wraparound Family Teams

These teams are made up of family members, close friends, neighbors, spiritual leaders, teachers, service providers, volunteers, social workers, probation officers, and mental health providers. They determine the strengths and weaknesses of children/families and develop strategy of services necessary to keep families together.

Placement Team

Membership includes representatives from Child Protective Services, Mental Health, Probation, and the County Office of Education. This team reviews children's needs to determine the most appropriate placement environments.

Lake Tahoe Collaborative

This group is comprised of many public and private agencies including and has the expressed intent of sharing information regarding services and resources in the Tahoe Basin.

Child Abuse Prevention Council

The El Dorado County Child Abuse Prevention Council is comprised of representatives from community based organizations, prevention and treatment service providers, schools, community volunteers, civic organizations, religious communities, health and mental health providers, parents and primary caregivers, and law enforcement, as well as CPS. The Department also provides a liaison to the Council. It is the mission of the El Dorado County Child Abuse Prevention Council to increase awareness and respect for the rights of children to be free of abuse and neglect. The Council provides a forum for interagency cooperation and coordination in the prevention, detection, treatment and legal processing of child abuse cases; promotes public awareness of abuse and neglect of children and the resources available for intervention and treatment; encourages and facilitates training of professionals in the detection, treatment, and prevention of child abuse and neglect; recommends improvements in services to families and victims; and encourages and facilitates community support for child abuse and neglect programs. The Council sponsors many programs for the benefit of children 0-5 as well as older children. Some are:

- Child Abuse Prevention Education Program in schools and pre-schools including Head Start
- Co-sponsorship of community education events such as speaker Dr. Henry Karp, author of Happiest Baby on the Block and Happiest Toddler on the Block on March 14, 2008.
- Kid's Expo, an annual event on the Western Slope in the month of April, where children make crafts and educational materials are handed out to parents, such as tips on what to do when you are frustrated with your child.

Children and Parents Resource Teams

Children and Parents Resource Teams are multi-level review teams consisting of professionals with specific levels of expertise. The teams convene on a weekly basis to discuss CPS as well as other involved community agencies' referrals or cases. The team assists the referring agency in the determination, based on the identified risk level of the family, of the most appropriate services to support and/or treat the issues of the children/families.

School Attendance Review Board (SARB)

This Board is composed of representatives from various youth-serving agencies including DHS, to help truant or recalcitrant students and their parents or guardians solve school attendance and behavior problems through the use of available school and community resources. The goal of SARB is to keep students in school and provide them with a meaningful educational experience.