

2010-11 County MFIP/CCSA Biennial Service Agreement

Minnesota Family Investment Program and Children and Community Services Act

January 1, 2010, to December 31, 2011



Minnesota Department of **Human Services**

Type of Service Agreement

- | | |
|---|---|
| <input checked="" type="checkbox"/> Individual county submitting a: | <input type="checkbox"/> Multi-county partnership submitting a: |
| <input checked="" type="checkbox"/> Combined MFIP/CCSA Agreement | <input type="checkbox"/> Combined MFIP/CCSA Agreement |
| <input type="checkbox"/> MFIP-only agreement | <input type="checkbox"/> MFIP-only agreement |
| <input type="checkbox"/> CCSA-only agreement | <input type="checkbox"/> CCSA-only agreement |

County Name: **SIBLEY**

County Names:

County MFIP/CCSA Biennial Service Agreement

January 1, 2010, to December 31, 2011

CONTACT

Contact Information:

Contact person:	Vicki Stock
Title:	Director
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E-mail address:	Vicki@co.sibley.mn.us
Date:	August 16, 2009

* * *

Complete all applicable questions in the following sections. Provide brief but informative responses to the required questions. Information from responses will be shared with staff and other counties. Please ensure that responses are edited before submission to the department.

* * *

Section I: Minnesota Family Investment Program (MFIP)

A. Statement of Needs

1. Describe the more persistent needs of participants that your county continues to address with MFIP funds. Discuss any unique needs of the MFIP and DWP participants, including participants in the Family Stabilization Services (FSS) track.

The job market in Sibley County is limited. Sibley County is primarily agricultural. With the downturn of the economy, the farm base has decreased as well as lay-offs/hour reductions in the limited non-agricultural jobs available.

Sibley County has a multi-county (Sibley/McLeod) transportation system, however, it operates only week days and limited hours. No evening or weekend hours are offered. Many residents of Sibley County are employed outside of the county boundaries and transportation to those jobs, or to available jobs, is not available.

2. For each of the categories listed below, specify what proportion of the MFIP, DWP and FSS participant caseloads will likely need these services in the 2010-11 biennium. A participant could be included in more than one category.

Needs/Services	Caseloads		
	MFIP	DWP	FSS
Chemical/Substance	15%	15%	10%
Child Care	60%	60%	10%
Education	40%	20%	5%
Employment	80%	80%	10%
Housing	30%	30%	5%
Language	1%	1%	0%
Mental Health	75%	75%	50%
Support Services	50%	50%	50%
Transportation	75%	75%	25%
Other (state):	%	%	%
Other (state):	%	%	%

3. If you have additional comments regarding the needs of MFIP, DWP and FSS participants, use the space provided below.

Some of the families we are seeing now are not those that have been on PA programs previously. While we continue to see those that are hard to serve, with multiple barriers, we are beginning to see those that have held

long-term jobs that have been discontinued or have had a reduction in hours. We are experiencing families moving to the area for low-cost housing or returning to the area (after losing jobs) to be near family. For these families, there may be a need for education/training in other areas.

B. Strengths and Resources to Address Needs

1. Describe the strengths and resources available in your county to address the needs/services listed in Section I, Part A, Question 2 above.

We continue to make referrals and work closely with Minnesota Valley Action Counsel for employment and training services.
We will continue to make referrals to the South Central MN Multi-County HRA for rental subsidies for families. Sibley County continues to be a partner with two multi-county homelessness programs so referrals will be made to those programs when eligibility criteria is met.
Referrals to the local Food Shelf will continue.
Referrals to our local mental health provider, Sioux Trails Mental Health Center, will continue.
Referrals for Chemical/Substance to local provider, ACTS will also continue.

2. For the more persistent needs of participants described in Section I, Part A, Question 1 above, describe the supports that may be needed to help resolve these persistent needs. Include actions/steps your county may be taking to prepare participants given current economic conditions.

We continue to work with Minnesota Valley Action Council for provision of employment and training services. There are bi-weekly meetings with the MVAC Job Counselor and the Financial Worker to review cases and progress. Families receive a consistent message from both MVAC and the Financial Worker. Available jobs in the area are posted and updated weekly at both agencies. MVAC offers assistance with resume' writing, interview skills, etc. in addition to a Job Club course. For multiple barrier participants, we offer client center meetings to offer available resources and assess current situation with the participant to maximize their success.

3. How is your county working with the Workforce Centers, Community Action Partnerships, etc. to access data, funding and services available in the federal stimulus package?

Referrals are made for various programs funded with the federal stimulus

money. WIA programs which includes Summer Youth Program, Dislocated Workers Program. When possible, we work closely with Minnesota Valley Action Council for emergency applications we receive from mutual participants.

4. Family Stabilization Services

a. Contact information

Name of FSS staff contact:	Carol Larson
Contact phone:	(507) 237-4000

b. Service model

Describe, in detail, the service model used by the county to provide FSS services, including how and by whom: (1) eligibility is determined and (2) cases are managed.

If the participants meets the FSS criteria, Financial Workers will refer to MVAC and barriers will be addressed as needed, starting with the most important barrier first (which could be referrals to other resources). If FSS criteria are not met working with the Financial Worker, MVAC will meet with the participant and assess for any possible issues and then address barriers as they become known (which could be referrals to other resources). MVAC is the case manager of these cases and they work closely with them to find all necessary resources available to the participants.

c. Challenges

During the current biennium, what has been the greatest challenge faced in serving FSS participants? What steps has the county taken to address this challenge?

SSI applicants create the greatest challenge, because of the long process for many of them to begin receiving SSI. We continue to engage them in offered activities and continue to address other barriers that they may have during the application process.

5. Provider Information

List the name, address, contact person, phone number and programs administered for all current employment services (ES) providers in your county. Check the respective box if

MFIP ES, DWP ES or FSS services are provided. *(Insert more rows if needed)*

Name and address	Contact person	Phone	Service provided?		
			MFIP ES	DWP ES	FSS
Minnesota Valley Action Council	Elizabeth Blackstead	(507) 237-2981	X	X	X

C. Outcomes and Measures

Three-year MFIP Self-support Index (S-SI)

Measure: Percent of MFIP/DWP cases off cash assistance or working 30 or more hours per week three years after a baseline quarter.

Review the statistics provided below for your county’s performance on the S-SI beginning April 2008 and ending March 2009.

- [Performance Data on the S-SI \[April 2008-March 2009\]](#)

1. Counties “within” or “above” their expected range of performance

If your county is ‘within’ or ‘above’ the expected range of performance on the annualized Self-support Index [April 2008-March 2009], provide a concise analysis of your county’s performance during this one-year period. Include an assessment of how well current strategies are working to improve your county’s current performance on this measure and discuss any new strategies your county will implement in the 2010-11 biennium. Using the data provided, enter in the response box below whether your county is ‘above’ or ‘within’ the expected range, your county’s annualized performance percentage, and targets your county hopes to achieve by the end of each year of the biennium.

<p>Analysis/assessment of current strategies/identification of new strategies: Continue to meet with participants on a weekly basis so any barriers they have may develop can be addressed immediately. Job Club meetings will be held on a regular basis to help educate participants what is necessary to obtain/retain successful employment. More employers are willing to employ participants through CWEP and Support Work. MVAC is opening a Thrift Store in a nearby town so we hope to employ participants at this location.</p>		
From the Apr. 08-Mar. 09 annualized data, check if your county is	<input type="checkbox"/> Above	81.9%

'above' or 'within' its expected range and the percentage performance	X	Within	
Enter annualized targets your county hopes to achieve for the periods:	Apr. 09–Mar. 10		82%
	Apr. 10–Mar. 11		83%

2. Counties below the expected range of performance

If your county is 'below' the expected range of performance on the annualized three-year S-SI, your county will not receive the 2.5 percent performance bonus unless it submits a Performance Improvement Plan (PIP) that is approved by the department. If your county is planning to submit a PIP, access the link below for instructions on how to complete and submit the PIP. The PIP covers the two-year period 2010-11.

- [Performance Improvement Plan for the S-SI \[2010-11\]](#)

TANF Work Participation Rate (WPR)

Measure: Percent of countable work eligible individuals who successfully meet the work requirements. The TANF work participation rate target is 50 percent less the caseload reduction credit (CRC) for the previous year. The CRC is calculated to be 10.6 percent for both 2010 and 2011; therefore, the adjusted TANF work participation rate target is set at 39.4 percent for CYs 2010 and 2011.

Review the statistics provided below for your county's performance on the WPR beginning April 2008 and ending March 2009.

- [Performance Data on the WPR \[April 2008-March 2009\]](#)

1. Counties with a Work Participation Rate of 39.4 percent or more, or a 5 percent increase from the previous year

If your county meets or exceeds 39.4 percent on the annualized Work Participation Rate target, or had a five percentage point increase from the year before (Apr. 07–Mar. 08), provide a concise analysis of your county's performance during Apr. 08–Mar. 09, and include an assessment of how well current practices are working to improve your county's current performance. Include any new strategies your county will implement in the 2010-11 biennium. At the bottom of the response box enter current annualized performance and anticipated targets your county will work to achieve each year of the 2010-11 biennium.

Analysis/evaluation of current strategies/identification of new strategies: See attached Program Improvement Plan (PIP) for WPR (2010-'11).		
Enter your county's annualized Work Participation Rate target for Apr. 08 – Mar. 09		%
Enter annualized targets your county hopes to achieve for the periods:	Apr. 09–Mar. 10	%
	Apr. 10–Mar. 11	%

2. Counties with a TANF Work Participation Rate below 39.4 percent that did not achieve a five percentage point improvement from the previous year:

If your county performance is below 39.4 percent on the annualized TANF Work Participation Rate for Apr. 08 – Mar. 09, and did not achieve a five percentage point increase from the previous year (Apr. 07 – Mar. 08), your county will not receive the 2.5 percent performance bonus unless it submits a performance improvement plan that is approved by the department. If your county is planning to submit a PIP, access the link below for instructions on how to complete and submit the PIP. The PIP covers the two-year period 2010-11.

- [Performance Improvement Plan for the WPR \[2010-11\]](#)

Promoting Equity in MFIP Outcomes

Performance data of subgroups on the S-SI and WPR over the four alternate quarters covering Jul. 2007 to Mar. 2009 (Jul.-Sep. 2007, Jan.-Mar. 2008, Jul.-Sep. 2008 and Jan.-Mar. 2008), are provided below. Performance gaps were calculated when a county subgroup performance was five percentage points or more below the performance of whites. [Only county and subgroup caseloads of 30 or more were used for this measure] Click on the link below to review a summary of subgroup performance data for S-SI and WPR within your county (note: there are two sheets in the Excel file):

- Two-year Performance Trend of Racial/Ethnic and Immigrant Sub-groups (Available at the end of July.)

Counties with a performance gap in one or more subgroups

If your county has one or more subgroups with a performance gap in both the last quarter (Jan.-Mar. 2009) and the average of the four quarters, list the subgroup(s), provide the required data in the table and respond to the questions that follow for each of the subgroup(s) listed.

1. Self-support Index

Racial/ethnic subgroup	S-SI for whites	S-SI for sub-group	Percentage difference (gap)	Number of participants needed to eliminate gap
Explain why the performance gap exists for each subgroup above: N/A				
What existing and new strategies will your county use to eliminate or reduce the performance gaps?				
What action steps will your county take to implement strategies in the next biennium?				

2. TANF Work Participation Rate

Racial/ethnic	WPR for	WPR for sub-	Percentage	Number of
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subgroup	whites	group	difference (gap)	participants needed to eliminate gap
Explain why the performance gap exists for each subgroup above: N/A				
What existing and new strategies will your county use to eliminate or reduce the performance gaps?				
What action steps will your county take to implement strategies in the next biennium?				

Section II: Children and Community Services Act (CCSA)

A. Statement of Needs

1. For each of the program areas listed below, what needs and priorities will be addressed during the 2010-11 biennium?

Children’s mental health:

There continues to be a lack (non-existent) of child psychiatrists in the area. This continues to be a need for our children and their families.

Child safety:

Child safety is a priority and we strive to continue to maintain the current level of service, in spite of reduced funding. We continue to contract with an outside agency to provide preventive services such as in-home family therapy and family-based services. With anticipated reductions in funding, this remains a priority for continued provision of the services. The county agency, schools and the local Children’s Collaborative have joint staff co-located in the county and schools. As funding has/is dwindling, it creates a challenge in continuing operation of this program.

Child permanency:

The local Children’s Justice Initiative Committee continues to meet on a regular basis. We routinely review the current processes and have met with other collaboratives to review and learn their processes to determine if we can make improvements locally. We strive to meet the required time frames and most often, those are being met. However, there are situations

over which we do not have control such as Court calendars, attorney's schedules, etc. Case Plans will address/reflect permanent living arrangements that will meet the time frames.

Child well-being:

Each child is assessed or screened to determine their individual needs and necessary support services. With limited and reduced funding, providing quality services becomes increasingly difficult. Services will continue to be provided that address the child's well-being and appropriate referrals for service will be made.

2. For adults with developmental disabilities and other vulnerable populations, what needs will your county be addressing in the 2010-11 biennium?

In 2010 -11 we will strive to maintain the same level and quality of service that we have in the past. Due to rate decreases and unallotments, this becomes a more difficult task. We are experiencing increases in referrals for DD services as well as an increase in Vulnerable Adult Reports. With the aging population, we believe there will be more demand for VA investigations and the need for ongoing services for this population. We will also need to focus on all of the legislative changes that affect these populations. Many of these changes come with no funding and will put more demands on staff.

B. Strengths and Resources to Address CCSA Needs

1. Based on the strengths and resources available to your county in the 2010-11 biennium, discuss its position to adequately address the needs narrated in Part A?

We have an excellent working relationship with MVAC. Agency staff serve on external Boards (either as voting members or as advisory members) such as the Food Shelf and Faith In Action, the local transportation system, etc. Agency staff also serve on internal committees directed at meeting the needs of our consumers, i.e., IEIC, CJI, Corrections Advisory Board, etc. We continue to have open dialogue with outside resources to discuss issues/concerns as they arise.

2. What strategies will your county use to maximize resources to address the needs discussed in Part A in the 2010-11 biennium?

We will continue to foster good working relationships with other agencies and resources.

C. CCSA Outcomes and Measures

Keeping children safe and improving their well-being is the overall goal for CCSA. In 2005, the department began issuing annual performance reports on CCSA measures starting with CY 2004 data. As noted in the instructions, the department is now transitioning to new and revised federal measures. Currently, a variety of strategies are being used to transition counties to these measures and to understand and monitor ongoing performance. This includes the addition of revised outcome measures in the Charting and Analysis tool in SSIS, developing a dashboard tool, integrating new measures into CFSRs, and adopting comparable measures into CCSA. As such, the “CCSA Annual Performance Report: CY 2008 Data” will transition counties to the revised federal measures. Follow the link below to access the CCSA Annual Performance Report.

- CCSA Annual Performance Report: CY 2008 Data (Available at the end of July.)

1. County Performance

For each of the federal measures in the table below, enter your county’s 2008 performance (from the data provided), state if your county performance is above or below the standard and anticipated targets for each year of the 2010-11 biennium.

For each of the state measures, enter your county’s 2008 performance, state if your county performance is above or below the standard and enter anticipated targets for each year of the 2010-11 biennium.

Federal Measures

Measures (abbreviated)	Standard	State/county Performance			Anticipated targets	
		State	County	Above/ Below	2010	2011
1. No repeat maltreatment within six months	94.6 %↑	94.9%	100%	above	100%	100%
2. Re-entered foster care within 12 months	9.9 %↓	26.1%	13.3%	below	9.9%	9.9%
3. Reunified within 12 months	75.2 %↑	86.1%	92.9%	above	93%	94%
4. Adopted within 24 months	36.6 %↑	50.3%	100%	above	100%	100%
5. Two or fewer placement settings	86.0 %↑	86.1%	72.7%	below	86%	86%

A **blue** font indicates that state performance exceeds the federal standard for that measure. **Red** means the state performance is below.

State Measures

Measures (abbreviated)	Standard	State/county Performance			Anticipated targets	
		State	County	Above/ Below	2010	2011
6. No repeat maltreatment within 12 months	100%↑	91.5%	100%	equal	100%	100%
7. Showed improved mental health *	**	40.7%	50%	Above (but the bulletin says it should)	65%	70%

				be 55%)		
8. Received health exam within one year	63.2% ↑	55.7%	85.2%	above	86%	90%
9. Received mental health screening	**	43.6%	76.9%	above	70%	80%

* Only counties for whom CASII data are available are required to respond to question 2 below on this measure. The remaining counties can enter N/A in the box above. ** For state Measures 6 and 8, standards were set at the 75th percentile using county 2008 performance data. For Measures 7 and 9, the following standards were established by the department's Children's Mental Health division. **Improved Mental Health** [55% for CY 2008, 60% for CY 2009, 65% for 2010, 70% for 2011] and **Mental Health Screening** [50% for CY 2008, 60% for CY 2009, 70% for 2010, 80% for 2011]. Use these standards when establishing anticipated targets above.

2. Counties not meeting the federal or state standards for CY 2008

For any measure for which your county is not meeting the federal standard or state standard for CY 2008, enter the measure number and briefly discuss strategies that will be continued, changed or done differently to ensure it improves, reaches or exceeds the targets set for 2010 and 2011. If a Minnesota Child and Family Service Review was recently conducted in your county and it is currently working under a program improvement plan for that measure, reference the PIP, and briefly describe the strategies. (One response box is provided below; copy and paste as needed).

Measure #: 2 reduced return to out-of-home placement	
Steps to improve performance: Sibley County will continue to use trial home visits on selected cases as appropriate. Case managers will request from the court a THV prior to relinquishing agency custody. Family Group Decision Making meetings will continue to be utilized. Team meetings with Probation and the County Attorney will continue to occur so that each delinquent child's needs and behaviors are adequately addressed in order to reduce re-entries.	
Measure #: 5 Placement stability	
Steps to improve performance: Sibley County Supervisor will continue to review all placement cases with the case managers on a monthly basis in an attempt to determine if the permanency goals are appropriate and the placement setting is meeting the child's individual needs. Stronger efforts will be made to encourage family participation through the FGDM process, as well as increasing the collaboration between the County Attorney and Probation in order to identify potential relatives. The local CJI team will annually review permanency issues to assure timelines are being met and identify any barriers to timely achievement of permanency.	
Measure #: 7 Improved mental health	
Steps to improve performance: Sibley County case managers will complete the	

appropriate functional assessment tools on all children receiving mental health case management. Supervisor and case managers will review these tools on a quarterly basis or sooner if needed in order to determine if the current services are appropriate and if the services are meeting the child's needs. Diagnostic assessments will be completed annually on every CMH child to ensure that proper mental health services that are effective in addressing the child's behaviors or symptoms are identified and are being provided. During monthly mental health supervision meetings CASII scores will be reviewed with the clinical supervisor of those children being reviewed. All case plans and CASII's of children receiving CMH case management will be reviewed by the clinical supervisor at a minimum of once per year.

3. All Counties (optional)

The department encourages the sharing of good practices and approaches that are working well across the state. If your county has identified one or more practices that are indicating positive outcomes for children in a particular measure, identify the measure number below and briefly summarize the practice/approach. *(One response box is provided below; copy and paste as needed).*

Measure #:	
Approaches and steps that are leading to positive outcomes:	

4. Performance by racial/ethnic subgroups

CCSA 2008 data by racial/ethnic subgroups (using Bureau of Census categories) are provided for three measures: re-entry into foster care, reunification with family, and two or fewer placement settings.

Counties with racial/ethnic subgroups having 10 or more individuals in a numerator were examined to determine if a performance gap of five percentage points or more exist when comparing subgroup performance from that of whites. Access the link below and review the data provided for the three measures. [Note: three spreadsheets—one for each measure—are included in this excel document]

- [CCSA Performance Data by Racial/Ethnic Subgroups for CY 2008](#)

If your county has a racial/ethnic subgroup with a performance rate that is five percentage points or more below the rate for whites on any measure (shaded cell), briefly described what issues may have led to these differences in outcomes, and steps that will be taken to improve the outcome for each subgroup for the 2010-11 biennium.

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not integrated and remain individual departments. Human Services contracts with Public Health to provide EW/AC services as well as EPSDT services.

2. Location

- Same building Different locations

Describe how location of different departments/services impacts service coordination/ integration efforts: Corrections is housed in a different building. If housed in the same building, on-going communication regarding mutual cases would be simplified.

3. Data sharing

- Same data system across multiple departments/services making data sharing easier
 Different data systems are making data sharing difficult
- Current data system is adequate to address the multiple needs of clients
 Current data system is inadequate to address the multiple needs of clients

Other data-related issues/comments: Different systems such as SSIS, MAXIS and PRISM do not share data. There are times that communication can break down between units within the department. Sharing data/systems would aid in communication.

4. Limitations/constraints

- Short staff/workload Assets and resources More reactive than proactive
 Data privacy

Other limitations/constraints or comments: The Child Welfare/Child Protection system is reactive rather than proactive. There are times that we screen out reports that do not meet criteria. If more proactive, the safety of children would be more adequately met. Assets/Resources: We are a small, rural county with fewer resources than metro counties. While this causes problems at times, we are very creative and resourceful in finding those resources that best meet our client's needs.

5. Strengths and Benefits

Check the boxes below that describe your service coordination and integration experience in working with families: [For each box checked, briefly explain in the text box provided]

- Holistic model of care adds to the potential for success for families
 Early identification and intervention leads to better results for families
 Integrated approach to service delivery benefits both county and clients
 Excellent interdivisional relationships/communication
 Staff commitment and knowledge of financial and social services
 Other (state below)

Describe other benefits/impact your coordination/integration efforts are having on

service delivery and clients:

6. Counties with Indian Reservations

If your county has an American Indian Reservation, explain the level of service coordination with the tribes, and how these efforts are leading to equitable service delivery to American Indian residents:

Section IV: Public Input

Counties must specify that the public was informed and input was sought for the use of funds as required by laws provided through this agreement.

1. From the list below, select how the public was informed in development of the service agreement:

<input type="checkbox"/>	Public hearing
<input type="checkbox"/>	Newspapers
<input type="checkbox"/>	Community meetings
<input type="checkbox"/>	Radio announcements
<input checked="" type="checkbox"/>	County Web site
<input type="checkbox"/>	Others (specify):

2. Prior to submitting the service agreement to the Minnesota Department of Human Services, did your county allow at least 30 days for soliciting of comments from the public on the content of the agreement?

<input checked="" type="checkbox"/>	Yes
<input type="checkbox"/>	No

3. Describe the public input received and how it impacted your county's planning process or the service agreement by selecting one of the following two options:

<input type="checkbox"/>	Public input was received (<i>continue with the questions below</i>)
<input type="checkbox"/>	Did not impact the planning process/service agreement
<input type="checkbox"/>	Did impact the planning process/service agreement, particularly the:
<input type="checkbox"/>	Needs Statement section
<input type="checkbox"/>	Strategies and Outcomes section
<input type="checkbox"/>	Budget section
<input type="checkbox"/>	Other (specify):
	Briefly describe the changes made to the service agreement:
<input type="checkbox"/>	No public input was received

Section V: County Budget

In the budget table below, indicate county name, amount, and percentage for each item listed with the specific MFIP or CCSA Consolidated Fund for CYs 2010-11. Also note:

- Total percent must equal 100.
- MFIP administration is capped at 7.5 percent unless your county is applying for an administrative cap waiver. To apply for the administrative cap waiver, respond to the questions following this budget page
- If “other” is used, please specify.

COUNTY:					
2010 MFIP	Budgeted Amount	Percent	2010 CCSA	Budgeted Amount	Percent
Employment services (DWP)	\$26,073	19%	Children’s mental health	\$12,028	5%
Employment services (MFIP)	\$73,636	54%	Child and family services	\$134,711	56%
Emergency services ¹	\$14,000	10%	Adult services	\$60,139	25%
Administration	\$8,084	6%	Other 1:	\$12,028	5%
Income maintenance administration	\$15,000	11%	Other 2:	\$19,244	8%
Other 1:	\$	%	Other 3:	\$2,406	1%
Other 2:	\$	%	Other 4:	\$	%
2010 MFIP budget	\$136,793	100%	2010 CCSA budget	\$258,543	100%
2011 MFIP	Budgeted Amount	Percent	2011 CCSA	Budgeted Amount	Percent
Employment services (DWP)	\$26,073	19%	Children’s mental health	\$12,028	5%
Employment services (MFIP)	\$73,636	54%	Child and family services	\$134,711	56%
Emergency services ¹	\$14,000	10%	Adult services	\$60,139	25%
Administration	\$8,084	6%	Other 1:	\$12,028	5%
Income maintenance administration	\$15,000	11%	Other 2:	\$19,244	8%
Other 1:	\$	%	Other 3:	\$2,406	1%
Other 2:	\$	%	Other 4:	\$	%
2011 MFIP budget	\$136,793	100 %	2011 CCSA budget	\$258,543	100%

¹ If dollars are budgeted for emergency services, ensure that the department has a copy of the county’s most current emergency services policies. A copy of your county’s emergency services policies can be e-mailed as an attachment to: mayjoua.ly@state.mn.us. Notify the department of any changes to emergency services policies during the 2010-11 biennium.

Administrative Cap Waiver

Is your county requesting a waiver of the MFIP administrative cap for the 2010-11 biennium?

- Yes If yes, provide a concise response to the following three questions.
- No If no, skip this section.

1. Describe the budget change (include any staff changes)

2. What new activities or services will be provided?

3. Describe the targeted population and number of people expected to be served?

Emergency Services in Counties with American Indian Reservations

Briefly describe how your county consulted with the tribes on the county emergency services and policies governing all residents of the county.

Section VI: Assurances

It is understood and agreed by the county board that any funds granted pursuant to this service agreement will be expended for the purposes outlined in Minnesota Statutes, section 256J and 256M. It is understood and agreed by the county board that the commissioner of the Minnesota Department of Human Services has the authority to review and monitor compliance with the service agreement and that documentation of compliance will be available for audit.

The counties shall make reasonable efforts to comply with all Children and Community Services Act requirements, including efforts to identify and apply for available state and federal funding for services within the limits of available funding.

Acceptance and use of state and federal funds through the MFIP Consolidated Fund means the county agrees to operate the MFIP program in accordance with state law and guidance from the Minnesota Department of Human Services.

Contingency Planning

As required under the Child and Family Services Improvement Act of 2006 and under state guidance, counties and subcontractors should have a contingency plan in place to address specific federal criteria on how programs funded through Title IV-B, part 2, and Title IV-E would respond to a natural or man-made disaster. The federal criteria of the county and subcontractor's disaster preparedness plan would include the following:

- Identify, locate, and continue availability of services for children under state care or supervision who are displaced or adversely affected by a disaster;
- Respond, as appropriate, to new child welfare cases in areas adversely affected by a disaster, and provide services in those cases;
- Remain in communication with caseworkers and other essential child welfare personnel who are displaced because of a disaster;
- Preserve essential program records; and coordinate services and share information with other states.

Instructions and other details on the development of this plan were published in [Bulletin #07-68-10, titled "Child Welfare Disaster Preparedness Plans"](#) dated July 19, 2007. For questions or clarification, contact Jean Thompson at (651) 431-3856m or e-mail: jean.thompson@state.mn.us.

Section VII: Certification for Submission

- Checking this box certifies that this 2010-11 MFIP/CCSA Biennial Service Agreement has been prepared as required and approved by the county board(s) under the provisions of Minnesota Statutes, section 256M (Children and Community Services Act) and 256J (Minnesota Family Investment Program).

Chair, county board of commissioners or authorized designee

(state the name of the chair or designee, their mailing address and the name of the county)

Name (chair or designee)	Mailing Address	County

Date of Submission

Date:	
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