

Title IV-E Child Welfare Board

FY 2018 Budget

10/01/2017-09/30/2018

Grant/Contract Number 23939923

Grant Award: \$5,000

FY18
7/27/18
JRWL 80

FYI GRANT BUDGET

REVENUE ESTIMATES:

From:

EQUITIES/FUND BALANCE 2112-00000-0000-00-00-0000-300251 \$ 1,400

To:

NON-CAPITAL GRANT PROCEED/HEALTH AND WELFARE GT215V 2112-840109071-431020 \$ 1,400

7/27/18 Note:

This budget amendment is required to reduce the CPS CWB 2112-84010-9071 Grant Revenue budget by \$1,400.

Registrations for the Crimes Against Children conference require County funds only.

07/27/2018 10:27
E007726

Collin County, TX - 11.2 Production
PROJECT BUDGET REPORT

FOR 10/01/2017 - 09/30/2018

	Original Budget	Net Budget Amendments	Revised Budget	Requisitions	Encumbrances	Actuals
PROJECT: GT215V - CPS WELFARE REVENUE 2018						
DEPT/PROG: 840109071 - CPS IV-E						
F GT215V	-2112-840109071		CPS B/GT-CPS IV-E-FED NC			
	0.00	-6,400.00	-6,400.00	0.00	0.00	0.00
EFF DATE	JNL	LINE SRC REF1	REF2	REF3	CHECK	AMOUNT D/C
10/01/2017	171001	73 PAJ		GRNT-28		6,400.00 C
TOTALS FOR DEPT/PROG/DEPT/PROG: 840109071 - CPS IV-E						
	0.00	-6,400.00	-6,400.00	0.00	0.00	0.00
TOTALS for FUND/FUND: 2112 -						
	0.00	-6,400.00	-6,400.00	0.00	0.00	0.00
FUNDING SOURCE TOTALS for Project: GT215V - CPS WELFARE REVENUE 2018						
	0.00	-6,400.00	-6,400.00	0.00	0.00	0.00
TOTALS for PROJECT: GT215V - CPS WELFARE REVENUE 2018						
	0.00	-6,400.00	-6,400.00	0.00	0.00	0.00
TOTALS for Projects with no Major Project defined						
	0.00	-6,400.00	-6,400.00	0.00	0.00	0.00
TOTALS FOR FUNDING SOURCE STRINGS						
	0.00	-6,400.00	-6,400.00	0.00	0.00	0.00
REPORT TOTAL						
	Original Budget 0.00	Net Budget Amendments -6,400.00	Revised Budget -6,400.00	Requisitions 0.00	Encumbrances 0.00	

*Unposted transactions are marked with asterisks.

CPS County & Grant Budgets
FY 2018

County Budget Lines:		Budget:	1Q - 2Q Period 1- 6	3QFY18 Period 7-9	YTD GL Period 1-9 Expend	Budget Remaining:	Period 10 Expend	YTD GL Period 1-10 Expend	Budget Remaining:
Education & Conference	6800-84010-0001-72-20-0000-604910	6,100	-	6,360.00	6,360.00	(260.00)	-	6,360.00	(260.00)
Office Supplies	6800-84010-0001-72-30-0000-615101	375	-		-	375.00	-	-	375.00
Legal	6800-84010-0001-72-30-0000-615401	2,625	785.98	592.10	1,378.08	1,246.92	-	1,378.08	1,246.92
Drug Testing	6800-84010-0001-72-30-0000-626514	-	-		-	-	-	-	-
Medical Costs	6800-84010-0001-72-30-0000-626536	4,000	600.00		600.00	3,400.00	-	600.00	3,400.00
Family Preservation	6800-84010-0001-72-30-0000-626553	3,000	35.11	26.94	62.05	2,937.95	-	62.05	2,937.95
Emergency Shelter	6800-84010-0001-72-30-0000-626579	1,000	-		-	1,000.00	-	-	1,000.00
Special Needs	6800-84010-0001-72-30-0000-626581	6,915	735.83	611.39	1,347.22	5,567.78	350.00	1,697.22	5,217.78
Clothing	6800-84010-0001-72-30-0000-626586	15,915	2,474.44	1,828.87	4,303.31	11,611.69	-	4,303.31	11,611.69
In House Meeting Food	6800-84010-0001-72-30-0000-648211	-	-		-	-	-	-	-
Miscellaneous	6800-84010-0001-72-30-0000-658701	-	-		-	-	-	-	-
		39,930	4,631.36	9,419.30	14,050.66	25,879.34	350.00	14,400.66	25,529.34

Grant Budget Lines:		Budget:	1Q	2Q	3Q	Budget Remaining:	4Q	YTD Proj Expend:	Budget Remaining:
Education & Conference	GT215E 2112-840109071-604910	1,400	-	-		1,400.00	-	-	1,400
Office Supplies	GT215E 2112-840109071-615101	125	-	-		125.00	-	-	125
Legal	GT215E 2112-840109071-615401	875	-	-		875.00	-	-	875
Special Needs	GT215E 2112-840109071-626581	1,000	-	-		1,000.00	-	-	1,000
Clothing	GT215E 2112-840109071-626586	3,000	-	-		3,000.00	-	-	3,000
		6,400	-	-	-	6,400.00	-	-	6,400

	46,330		32,279.34		14,400.66		31,929.66
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Laura Thomas

From: Strange, Janyne R (DFPS) <Janyne.Strange@dfps.state.tx.us>
Sent: Tuesday, July 17, 2018 10:57 AM
To: Laura Thomas
Cc: Curtis Howard (curtish@plano.gov); Isbell, Larry B (DFPS)
Subject: RE: CPS CWB 2018-05-021 CAC Conference Registration

Hi Laura!

I appreciate you and Larry with helping me with this break down (again). ☺

Per our conversation, I stated that two DFPS staff weren't included in the total of twelve, this amount was for \$6,360.00 SNR- 2018.05.021

My understanding at that time was the remaining two would be paid by federal funds Title IV-E.

The two staff excluded will not attend this year as their schedules have changed, all worked out with this dilemma.

Thanks!

J-

From: Laura Thomas [mailto:llthomas@co.collin.tx.us]
Sent: Tuesday, July 17, 2018 8:12 AM
To: Strange, Janyne R (DFPS) <Janyne.Strange@dfps.state.tx.us>
Cc: Curtis Howard (curtish@plano.gov) <curtish@plano.gov>
Subject: RE: CPS CWB 2018-05-021 CAC Conference Registration

WARNING: This email is from outside the DFPS system. Do not click on links or attachments unless you expect them from the sender and know the content is safe.

Janyne,

It was good to speak with you yesterday; I'm glad you are clear now that DFPS makes reimbursements to the County on submitted allowable Title IV-E County expenditures, and would never direct pay anything, which is strictly a board responsibility. I know it's confusing ☺

What I need now is an email stating SNR 2018-05-021 as submitted to the board did NOT include the two other attendees approved by DFPS.

I'll put that confirmation with the SNR record.

Thank you.

Best Regards,
Laura Thomas
Accountant/Auditor

Collin County Administration Building
Office of Collin County Auditor
2300 Bloomdale Road Suite 3100
McKinney, TX 75071
Phone #972-548-4511
Fax #972-548-4751
llthomas@co.collin.tx.us

INVOICE DATE	INVOICE NUMBER	DESCRIPTION	INVOICE AMOUNT
06/12/2018	CHECK 1094	GL#:6800-84010-0001-72-30-0000-615401- <i>Allow</i>	\$41.00
06/12/2018	CHECK 1095	GL#:6800-84010-0001-72-30-0000-615401- <i>Allow</i>	\$77.50
06/12/2018	CHECK 1087	GL#:6800-84010-0001-72-30-0000-615401- <i>Allow</i>	\$50.00
06/12/2018	CHECK 1093	GL#:6800-84010-0001-72-30-0000-615401- <i>Allow</i>	\$18.60
06/12/2018	CHECK 1105	GL#:6800-84010-0001-72-20-0000-604910- <i>un-allow</i>	\$6,360.00

Eligible

ineligible

Citations Legal

Allow

un-allow \$ 6,300.00 Training

Vendor No	Vendor Name	Check No	Check Date	Check Amount
33481	FOSTER FRIENDS	476593	06/12/2018	\$6,547.10

THIS CHECK IS VOID WITHOUT A BLUE AND RED BACKGROUND AND AN ARTIFICIAL WATERMARK ON THE BACK - HOLD AT AN ANGLE TO VIEW



COUNTY OF COLLIN

STATE OF TEXAS

2300 BLOOMDALE ROAD SUITE 3100

McKINNEY, TEXAS 75071

AMERICAN NATIONAL BANK OF TEXAS/DEPOSITORY/ALLEN, TEXAS

88-151/1119

CHECK NO.

00476593

VENDOR NUMBER

CHECK DATE

33481

06/12/2018

NET AMOUNT

\$6,547.10

PAY *SIX THOUSAND FIVE HUNDRED FORTY-SEVEN DOLLARS AND 10 CENTS*

TO THE ORDER OF

FOSTER FRIENDS
ATTN: CURTIS HOWARD
5700 GRANITE PARKWAY
PLANO, TX 75024

VOID
Stewart Kemp
Authorized Signature
BORDER CONTAINS MICROPRINTING



AFFIDAVIT

State of Texas - The County of Collin

Date: 5/28/2018

SNR #: 2018-05-021^x

Fund Dept: Collin County CPS Welfare Board

CPS Approval Date: 5/21/2018

Payable To: Foster Friends^x

Mailing Address: 5700 Granite Parkway, Suite 200

Address Line 1

Address Line 2

Plano

TX
State

75024
Zip

Funding Request Details:

	Expense	Budget Category	Budget #	Amount
<input checked="" type="checkbox"/>	SPLIT ALLOWABILITY	Educ. & Conferences	640-8410-723.49-10	6,360.00
<input type="checkbox"/>		Offices Supplies	640-8410-723.51-01	
<input type="checkbox"/>		Legal	640-8410-723.54-01	
<input type="checkbox"/>		Drug Testing	640-8410-723.65-14	
<input type="checkbox"/>		Medical Costs	640-8410-723.65-36	
<input type="checkbox"/>		Family Preservation	640-8410-723.65-53	
<input type="checkbox"/>		Emergency Shelter	640-8410-723.65-79	
<input type="checkbox"/>		Special Needs	640-8410-723.65-81	
<input type="checkbox"/>		Clothing	640-8410-723.65-86	
<input type="checkbox"/>		Miscellaneous	640-8410-723.87-01	

*7/17/18 update:
ALL 12 are NOT ELIGIBLE*

1105
Board Check #

for Reimbursement

Total Requested Amount: \$6,360.00

Less Amount Paid from CPS Board Funds: _____

Total Due from CPS County Funds: \$6,360.00

I do hereby certify that the items explained above are due and payable, that all materials were actually delivered, that all labor was performed as stated, that all charges are reasonable and items were procured for county purposes only.

To be signed and dated by CPS Treasurer or authorized agent:

Curtis Howard
Name (Print or Type)

Signature

5/29/2018
Date

*2 @ 530.00 = \$ 1,060.00 ALLOWABLE DFAS TRAINING
10 @ 530.00 = \$ 5,300.00 COUNTY BUDGET UNALLOWABLE.*

SPECIAL NEEDS REQUEST

Requester: Foster Friends Unit: _____ SNR #: 2018-05-021

Child Name: Crimes Against Children Conf. Age: _____ DOB: _____

Time in Foster Care: _____
Since (Date) Time in Current Placement Type of Placement

Payable To: Foster Friends; Curtis Howard, Treasurer
Organization/Person to be paid Contact Name

Phone Number: _____
Home / Work Phone Mobile Phone

Mailing Address: 5700 Granite Parkway, Suite 200
Plano TX 75024
City State Zip

Remaining Balance: _____ Amount of Funds Requested from CPS: **\$6,360.00**

Eligible for Title IV-E Funds? Yes No

Request / Explanation:

Annual Crimes Against Children's Conference expense for twelve people at \$530 per person.

Requesting Worker (Print or Type) Supervisor Approval (Signature) Date

For Use By CPS Board:

Budget: County Budget Board Budget Approved: Yes No

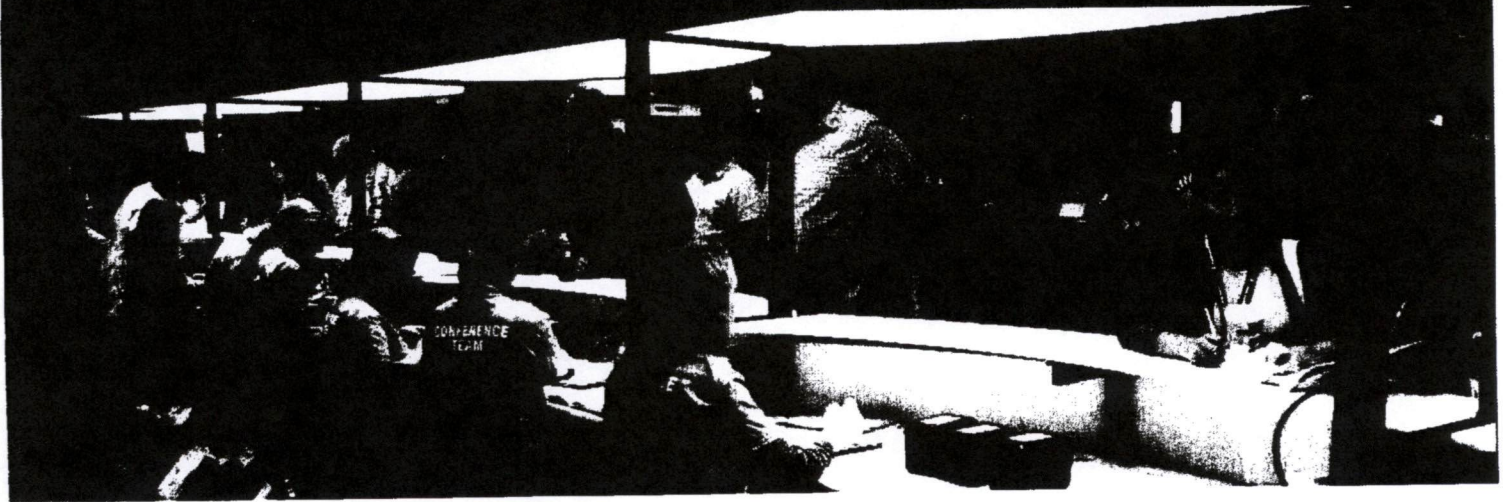
Budget Category: _____ Amount: _____

Budget Category: _____ Amount: _____

Budget Category: _____ Amount: _____

Total Approved Amount: _____

CPS Meeting/Approval Date: 5/21/2018 Check #: 1105 Date: 6/6/2018


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Fees and Payment Information

Early Registration

\$530 - Registered **and paid** by midnight CT on June 9th, 2018*

General Registration

\$600 - June 10th – July 29th

Late Registration

\$650 - July 30th – Onsite

*Individuals and groups who register and pay for the conference by midnight (Central Standard Time) on June 9th will receive the special discounted rate of \$530 per person. If payment or valid purchase order is not received or post-marked by the early registration deadline of June 9th, registration fees will be changed to reflect the general registration rate of \$600 per person.

One or Two-Day Registration

\$350 - Two-Day Registration (Monday and Tuesday OR Tuesday and Wednesday)

\$200 - One-Day Registration (Monday, Tuesday OR Wednesday)

\$30 - Additional Social Ticket (Wednesday Evening Event)

Payment Deadline

Payments will be accepted through onsite registration. Conference entrance will not be permitted without purchase order or payment in full. Purchase orders can be provided as a promise to pay in order to gain entry to the Conference. The conference team MUST have a PO on file. The following must be present on the PO: a valid PO number and names of attendees. Checks mailed within a week

FOSTER FRIENDS
5700 GRANITE PKWY STE 200
PLANO, TX 75024-6623

1105

32-1769/1110

JUNE 6 2011
Date

PAY
to the order of DALLAS CHILDREN'S ADVOCACY CENTER \$ 6,360.00
Six Thousand Three Hundred Sixty & no/100 Dollars



BRANCH BANKING AND TRUST COMPANY
1-800-BANK BB&T BB&T.com

Photo
Safe
Deposit®
Details on back

For 2011-05-021

Signature



01105

Harriet Clarke

Contractor Name _____ Request Date _____ Contract # _____

Type of Contract:

X County Child Welfare County Legal University Other (Identify) _____

Training for staff funded in the Title IV-E contracts may be reimbursable under provisions noted below.

ALLOWABLE TRAINING TOPICS

The United States (US) Department of Health and Human Services (DHHS) Departmental Appeals Board (DAB) decision 1530, issued in August 1995, specifically states that for training to be claimable under the IV-E training program, the topic of the training must be one of the activities cited at 45 CFR 1356.60(c)(1) and (2) as allowable administrative activities under the IV-E program or at least closely related to one of the activities. Refer to Attachment A, Title IV-E Allowable Training Activities for descriptions.

UNALLOWABLE TRAINING TOPICS

45 CFR 1356.60(c)(3) states that:

“Allowable administrative costs do not include the costs of social services provided to the child, the child’s family or foster family which provides counseling or treatment to ameliorate or remedy personal problems, behaviors or home conditions.”

Based on this citation, the US DHHS DAB has determined that the following types of training are not allowable for IV-E reimbursement:

- Training directed at the development of the skills to provide social services as described in 45 CFR 1356.60(c)(3) above;
- Training to develop skills necessary to perform and document the child abuse and neglect investigation process;
- Criminal justice topics; and
- Training directed at teaching the trainee how to directly provide services.

Refer to Attachment A, Title IV-E Unallowable Training Activities for additional information.

In general, the training topics *must be* related to the placement of children in out-of-home care.

I. List the number (1–38) corresponding to the allowable training topic(s) to be addressed at the conference or training to be attended (refer to Attachment A, Title IV-E Allowable Training Activities).

11	32
14	37
18	

II. Provide a written description of the conference or training, including the objectives and the topical nature of the training **related to the categories indicated on Attachment A for children in out-of-home care.**

(Attach a copy of the conference brochure or provide the website address, if available.)

The conference is conducted for the sole purpose of providing training to only those people employed by governmental and nonprofit agencies in the fields of law enforcement, prosecution, child protective services, social work, children’s advocacy, therapy, probation, parole, and medicine who work directly with child victims of crime whose intent is to help children in their healing process. This conference provides an unmatched variety of workshops and case studies that address the most important issues faced by CPS staff in their work. In addition to the 24 tracks of lectures, they offer nine tracks of hands-on computer lab training for those

professionals working on technology and Internet-related crimes against children.

<http://cacconference.org/>

III. Provide the name(s) and title(s) of training/conference attendee(s).

If any of your attendees will be providing training or presenting at the conference, you must attach the Registration Form to the request for reimbursement that reflects allowable trainees in keeping with 45 CFR 1356.60(b),

- (i) Training personnel employed or preparing for employment by the State or local agency administering the plan, and;
- (ii) Providing short-term training (including travel and per diem expenses) to current or prospective foster or adoptive parents and the members of the state licensed or approved child care institutions providing care to foster and adopted children receiving title IV-E assistance;

OR those additional classes made eligible for training by the Fostering Connections to Success and Increasing Adoptions Act of 2008: CASA volunteers, contracted child placement providers, members of the staff of abuse and neglect courts, agency attorneys, attorneys representing children or parents, guardian's ad litem, and other court-appointed special advocates representing children in court proceedings. Trainers' or Presenters' expenses will not be reimbursed without the above information. Any honorarium received for training or presenting must be used to offset expenses in accordance with OMB Circular A-21, and such offset of expenses must be reported to DFPS with any request for reimbursement of training expenses.

Jennifer Nicholes- CPS CVS PD Supervisor III, Region 3E CPS Dir Del - CVS

Teri Lynn- CPS CVS Spec II, Region 3E CPS Dir Del - CVS

IV. What are the specific duties of attendee(s) with regard to the training categories named above?

Attend the daily conference and to obtain new methods that will ensure child safety.

V. If DFPS staff, please attach the signed authorization documentation along with an explanation as to how these costs are relevant to the contract deliverables. *Note DFPS staff training is not reimbursable without Federal Funds prior approval.

Laura Thomas

From: Isbell,Larry B (DFPS) <Larry.Isbell@dfps.state.tx.us>
Sent: Thursday, May 24, 2018 10:10 AM
To: Strange,Janyne R (DFPS)
Cc: Laura Thomas; Curtis Howard (curtish@plano.gov)
Subject: RE: Training DFPS Approval Inquiry 2018

Federal Funds approved this training request.

Larry B. Isbell, CTCM

PCS-CPS Regional Contracts Program Director - Region 3
Texas Department of Family and Protective Services
1200 E. Copeland Rd. Suite 400, MC 0138 Arlington, TX 76011-4937
Office: 817-792-5223 Cell: 817-360-0725

From: Strange,Janyne R (DFPS)
Sent: Tuesday, May 22, 2018 8:00 PM
To: Isbell,Larry B (DFPS) <Larry.Isbell@dfps.state.tx.us>
Cc: Laura Thomas (llthomas@co.collin.tx.us) <llthomas@co.collin.tx.us>; Curtis Howard (curtish@plano.gov) <curtish@plano.gov>
Subject: RE: Training DFPS Approval Inquiry 2018

Hi Larry,

Please see the attached form, let me know if it's done correctly.

Thanks for all of your support!

J-

From: Strange,Janyne R (DFPS)
Sent: Tuesday, April 10, 2018 5:23 PM
To: Isbell,Larry B (DFPS) <LARRY.ISBELL@dfps.state.tx.us>
Subject: RE: Training DFPS Approval Inquiry 2018

Hi Larry,

I completed the form, somewhat. I don't know who the contractor is or number. Also, it's requesting a signed authorization document, not sure what that is.

Please let me know what I may need to input so it's done correctly.

Thanks!

From: Isbell,Larry B (DFPS)
Sent: Wednesday, April 4, 2018 11:35 AM

Laura Thomas

From: Laura Thomas
Sent: Friday, May 18, 2018 2:10 PM
To: 'Isbell,Larry B (DFPS)'
Subject: RE: Title IV-E Training Inquiry

Hi Larry,

Better late than never, but "Thank you" for the information, it was very much appreciated.
Have a wonderful weekend.

Best Regards,

Laura Thomas

Accountant/ Auditor
Collin County Administration Building
Office of Collin County Auditor
2300 Bloomdale Road Suite 3100
McKinney, TX 75071
Phone #972-548-4511
Fax #972-548-4751
llthomas@co.collin.tx.us

From: Isbell,Larry B (DFPS) [mailto:Larry.Isbell@dfps.state.tx.us]
Sent: Monday, May 14, 2018 2:10 PM
To: Laura Thomas <llthomas@co.collin.tx.us>
Cc: Hoang,Elaine J (DFPS) <Elaine.Hoang@dfps.state.tx.us>; Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>
Subject: RE: Title IV-E Training Inquiry

I was told that the restriction was for staff who are investigators thus why it is CVS workers – those who work with kids in foster care.

Larry B. Isbell, CTCM

PCS-CPS Regional Contracts Program Director - Region 3
Texas Department of Family and Protective Services
1200 E. Copeland Rd. Suite 400, MC 0138 Arlington, TX 76011-4937
Office: 817-792-5223 Cell: 817-360-0725

From: Laura Thomas [mailto:llthomas@co.collin.tx.us]
Sent: Monday, May 14, 2018 2:08 PM
To: Isbell,Larry B (DFPS) <Larry.Isbell@dfps.state.tx.us>
Cc: Hoang,Elaine J (DFPS) <Elaine.Hoang@dfps.state.tx.us>; Janna Benson-Caponera <jbenson-caponera@co.collin.tx.us>
Subject: RE: Title IV-E Training Inquiry

Larry,

WARNING: This email is from outside the DFPS system. Do not click on links or attachments unless you expect them from the sender and know the content is safe.

Larry,

I am seeking clarification on the Title IV-E Training Expense Documentation form, specifically what CPS personnel are allowable, and reimbursable under the 75% Title IV-E Training.

The Collin County CPS Board would like to sponsor attendees for the upcoming Dallas "Crimes Against Children" conference.

Page 5 of Form 9321 Training Expense Documentation states "staff members of agencies providing services to children receiving Title IV-E assistance are allowable participants", which I read as being all CPS employees.

However a CPS staff member was told by DFPS only "CVS" Conservative ship CPS staff members are considered as Title IV-E eligible, and qualify for the 75% Title IV-E Training reimbursement.

Is this true?

Can you clarify this for me?

Are there guideline available that detail exactly what CPS staff positions would be considered as allowable and as 75% Title IV-E eligible?

Thank you.

Best Regards,

Laura Thomas

Accountant/ Auditor

Collin County Administration Building

Office of Collin County Auditor

2300 Bloomdale Road Suite 3100

McKinney, TX 75071

Phone #972-548-4511

Fax #972-548-4751

llthomas@co.collin.tx.us