

## Preparing for Direct Title IV-E – A Self Assessment \*

In Place	Need to Develop	Key Elements of a Title IV-E Program; Considerations
		<b><i>Is Everyone on Board ?</i></b>
		❖ Does Tribal leadership and management fully understand the costs and benefits of this program?
		❖ Are leaders from <u>all</u> key Tribal programs and agencies on board (Social Services, ICWA, CPS, Courts, Attorneys, Licensing, and Fiscal) ?
		<b><i>Financial Means To Fully Fund A Foster Care Program ?</i></b>
		❖ Upfront expenditures are the Tribe's responsibility. Title IV-E will reimburse a <u>portion</u> of expenditures for <u>eligible</u> children. Can the Tribe meet upfront costs and match requirements?
		❖ Does the Tribe's service population warrant operating this program? How many children are placed in out of home care currently? Of these, how many might be IV-E eligible? What is the Tribe's potential title IV-E reimbursement?
		<b><i>Federal Program Applications Required:</i></b>
		❖ <b>Title IV-E Plan Pre-Print</b> submitted and approved
		❖ <b>Title IV-B, subpart 1</b> , grant application submitted and approved
		<b><i>Tribal Infrastructure Required:</i></b>
		❖ <b>A designated Title IV-E agency</b> co-located with the Tribal IV-B program
		❖ <b>A Child Welfare program</b> , including pre-placement preventive services, reunification services, and case management (meets the requirements of Title IV-B subpart 1).
		❖ <b>Tribal codes, law, policy &amp; procedures</b> to assure compliance with all federal Title IV-E requirements (as set forth in Title IV-E Pre-Print and federal law, regulations and polices)
		❖ <b>A Legal process for placing children in foster care</b> (involuntary & voluntary)
		❖ <b>A Legal process for required judicial activities</b> (required hearings and judicial determinations)
		❖ <b>A Tribal Court and/or State Court</b> to meet legal process requirements
		❖ <b>A Data collection and reporting system (AFCARS):</b> Collect and report 66 Foster Care Data Elements regarding children for whom the Tribal CW agency has responsibility for placement, care,

\* This tool was developed by Region X staff for training purposes only.

In Place	Need to Develop	Key Elements of a Title IV-E Program; Considerations
		or supervision and 37 Adoption Data Elements on all adopted children for whom the agency is providing adoption assistance. A SACWIS is options.
		❖ <b>Foster and adoptive home recruitment and licensing</b>
		❖ <b>A Foster Care maintenance payments program</b>
		❖ <b>An Adoption Assistance payment program</b>
		❖ <b>A Guardianship Payment program (optional)</b>
		❖ <b>Financial management and accounting system</b>
		❖ <b>A Cost allocation methodology (CAM)</b> as to how the agency will identify, measure and allocate all agency costs incurred in support of the program. Claims must be made in accordance with the CAP
		❖ <b>Fiscal reporting</b> - Quarterly Reports of Estimates and Actual Expenditures (CB-496) required
		❖ <b>An Eligibility determinations process</b> (initial, redeterminations, and ongoing)
		○ <b>Access to family income and employment information</b> (for eligibility determinations)
		○ <b>Access to child support information</b> (for eligibility determinations)
		○ <b>Access to Medicaid, SSI information</b> (for eligibility determinations)
		❖ <b>A System for training and support of staff</b> to ensure ongoing compliance with Title IV-E
		❖ <b>Sufficient trained personnel to support all aspects of this program.</b> Program, licensing, eligibility, trainers, judges, attorneys, and staff to meet the fiscal tracking and reporting requirements.
		❖ <b>A System for training and support for foster and adoptive parents</b>
		<b><i>Collaborations and Partnerships</i></b>
		❖ Is there a current State-Tribal IV-E agreement in place? If so, what types of support, services or agreements can the State offer if the Tribe chooses direct IV-E ? (Data system? Courts?)
		❖ Collaboration needed with State IV-B/IV-E agency, Medicaid, and Child Support agencies to ensure program requirements are met.
		❖ What can community partners offer to support the Tribe? What collaborations exist or need to be developed? (i.e., recruitment, licensing, Courts, local match, etc)

## Preparing for Direct Title IV-E Access

### A Tribal Self-Assessment

Key Elements of a Title IV-E Program – Considerations	Need to Develop	In Place
<b>Is Everyone on Board?</b>		
<ul style="list-style-type: none"> <li>○ Does Tribal leadership and management fully understand the costs and benefits of the Title IVE program?</li> </ul>		
<ul style="list-style-type: none"> <li>○ Are leaders from all key Tribal programs and agencies on board (Social Services, ICWA, CPS, Courts, Attorneys, Licensing, and Fiscal?)</li> </ul>		
<b>Financial Means to Fully Fund a Foster Care Program?</b>	<b>Need to Develop</b>	<b>In Place</b>
<ul style="list-style-type: none"> <li>○ Upfront expenditures are the Tribe’s responsibility. Title IV-E will <i>reimburse</i> a portion of expenditures for <i>eligible</i> children. Can the Tribe meet upfront costs and match requirements?</li> </ul>		
<ul style="list-style-type: none"> <li>○ Does the Tribe’s service population warrant operating this program? How many children are currently placed in out of home care? Of this number, how many might be IV-E eligible? What is the Tribe’s potential Title IV-E reimbursement?</li> </ul>		

<b>Federal Program Applications Required:</b>	<b>Need to Develop</b>	<b>In Place</b>
<ul style="list-style-type: none"> <li>○ Title IV-E Plan Pre-Print submitted and approved</li> </ul>		
<ul style="list-style-type: none"> <li>○ Title IV-B, subpart 1, grant application submitted and approved</li> </ul>		
<b>Tribal Infrastructure Required:</b>	<b>Need to Develop</b>	<b>In Place</b>
<ul style="list-style-type: none"> <li>○ A <b>designated Title IV-E agency</b>, co-located with the Tribal IV-B program</li> </ul>		
<ul style="list-style-type: none"> <li>○ A <b>Child Welfare Program</b>, including pre-placement preventive services, reunification services, and case management (meets the requirements of Title IV-B, subpart 1.</li> </ul>		
<ul style="list-style-type: none"> <li>○ <b>Tribal codes, law, policy</b> and procedures to assure compliance with all federal Title IV-E requirements (as set forth in Title IV-E Pre-Print and federal law, regulations and policies)</li> </ul>		
<ul style="list-style-type: none"> <li>○ A <b>Legal Process</b> for placing children in foster care (voluntary and involuntary)</li> </ul>		
<ul style="list-style-type: none"> <li>○ A <b>Legal Process for required judicial activities</b> (required hearings and judicial determinations)</li> </ul>		

	<b>Need to Develop</b>	<b>In Place</b>
○ <b>A Tribal Court</b> and/or State Court to meet legal process requirements		
○ <b>A Data collection and reporting system (AFCARS):</b> collect data and report 66 Foster Care Data Elements regarding children for whom the Tribal CW agency has responsibility for placement, care, or supervision and 37 Adoption Data Elements on all adopted children for whom the agency is providing adoption assistance.		
○ <b>Foster and adoptive home recruitment and licensing</b>		
○ <b>A Foster Care maintenance payments program</b>		
○ <b>An Adoption Assistance maintenance payments program</b>		
○ <b>A Guardianship Payment program (optional)</b>		
○ <b>Financial management and accounting system</b>		

<ul style="list-style-type: none"> <li>○ <b>A Cost allocation plan (CAP)</b> as to how the agency will identify, measure, and allocate all agency costs incurred in support of the program. Claims must be made in accordance with the CAP</li> </ul>		
	<b>Need to Develop</b>	<b>In Place</b>
<ul style="list-style-type: none"> <li>○ <b>Fiscal reporting</b> – Quarterly Reports of Estimates and Actual Expenditures (ACF-IV-E-1) required</li> </ul>		
<ul style="list-style-type: none"> <li>○ An <b>Eligibility Determination process</b> (initial, redeterminations, and ongoing)</li> </ul>		
<ul style="list-style-type: none"> <li>➤ <b>Access to family income and employment information</b> (for eligibility determinations)</li> </ul>		
<ul style="list-style-type: none"> <li>➤ <b>Access to child support information</b> (for eligibility determinations)</li> </ul>		
<ul style="list-style-type: none"> <li>➤ <b>Access to Medicaid, SSI information</b> (for eligibility determinations)</li> </ul>		
<ul style="list-style-type: none"> <li>○ A <b>System for training and support of staff</b> to ensure ongoing compliance with Title IV-E</li> </ul>		

<ul style="list-style-type: none"> <li>○ <b>Sufficient trained personnel to support all aspects of this program.</b> Program, licensing, eligibility, trainers, judges, attorneys, and staff to meet the fiscal tracking and reporting requirements.</li> </ul>		
	<b>Need to Develop</b>	<b>In Place</b>
<ul style="list-style-type: none"> <li>○ <b>A System for training and support for foster and adoptive parents.</b></li> </ul>		
<b>Collaborations and Partnerships</b>	<b>Need to Develop</b>	<b>In Place</b>
<ul style="list-style-type: none"> <li>○ Is there a current State-Tribal IV-E agreement in place? If so, what types of support, services or agreements can the State offer if the Tribe chooses direct IV-E? (Data system? Courts?)</li> </ul>		
<ul style="list-style-type: none"> <li>○ Collaboration needed with State IV-B/IV-E Agency, Medicaid, Child Support agencies to ensure program requirements are met.</li> </ul>		
<ul style="list-style-type: none"> <li>○ What can community partners offer to support the Tribe? What collaborations exist or need to be developed? (i.e. recruitment, licensing, courts, local match, etc)</li> </ul>		