

Social Services Block Grant (SSBG)

**WASHINGTON STATE
Department of Children, Youth, and Families
Pre-Expenditure Report**

Federal Fiscal Year 2020
(October 2019 to September 2020)

DEPARTMENT OF CHILDREN, YOUTH AND FAMILIES
Olympia, WA 98504

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Introduction

This pre-expenditure report submission, referred to as “The Plan” covers Federal Fiscal Year October 1, 2019 through September 30, 2020 for Washington State Department of Children, Youth, and Families (DCYF).

Stakeholder groups have multiple opportunities throughout the year to provide input on DCYF programs and spending priorities. The Plan is published on various sites across multiple Administrations. Public inspection and comment of the Plan is open year round.

Administrative Operations

State Administrative Agency

This pre-expenditure report is intended to meet the statutory requirement that the state annually report the intended use of Social Services Block Grant funds, including types of activities to be supported and the categories or characteristics of individuals to be served.

The Washington State Department of Children, Youth, and Families administers the Social Services Block Grant (SSBG) and intends to use funds made available to it for a variety of social services programs. All services and activities listed in this pre-expenditure report will be eligible to receive funds from the Social Services Block Grant. The allocation of funds among these services will be determined based upon the availability of other funds, changes in state legislative direction, changes in federal legislation, levels of other federal support, and changes in level of client need and caseloads. In these allocation decisions, the department relies heavily on stakeholder involvement in the department's budget development and modification processes.

State Offices/Departments

The Washington State Department of Children, Youth, and Families mission is to, "Protect children and strengthen families so they flourish".

The Washington State Department of Children, Youth, and Families vision is to see that "All Washington's children and youth grow up safe and healthy – thriving physically, emotionally, and educationally, nurtured by family and community".

The primary goals of the DCYF are to focus on the themes of child safety, child and family well-being, and permanency for the children, youth, and families we serve. A fourth goal focuses on the systemic factors that are necessary in a high performing organization to support excellent outcomes for children, youth, and families.

These goals are defined as:

Child Safety: Children and youth will be safe from abuse and neglect.

Child & Family Well-Being: Help families and communities improve the well-being of children and youth residing in their own homes and in out-of-home care.

Permanency: Provide stable, nurturing, and permanent placements as quickly as possible for children and youth who are placed into out-of-home care.

Supporting Client Outcomes (Organizational Well-Being): Continuously improve the organization's capacity to achieve excellent outcomes for children, youth, and families.

Fiscal Operations

Criteria for Distribution

In allocating funds to eligible service areas, DCYF considers funds available through SSBG, TANF, and other state and multiple federal sources. These funds are allocated, as needed, to reflect the changing needs of children, youth, and families who meet the SSBG eligibility requirements.

Planning Process for Use and Distribution of Funds

Criteria for estimating expenditures and allocating funds within DCYF is primarily based on historical expenditure patterns and determined needs. DCYF sets program and budget priorities by reviewing the overall budget as passed by the Washington State Legislature. DCYF publishes an annual notice on multiple public websites which makes the SSBG state plan available and open to public comment.

Financial Operations System

DCYF uses a cost allocation plan to assign costs. The plan is submitted to the U.S. Department of Health and Human Services, Division of Cost Allocation (DCA). Cost allocation methods include a random moment time sample method (RMTS), provider time studies, case counts, penetration rates, full-time equivalents (FTEs), and funding mix ratios.

Program Operations

SSBG Statutory Goals the State Plans to Achieve

SSBG services provided through DCYF fall into two major categories:

1. **Services to maintain children and youth in their own homes:** Examples of specific in-home safety services which support this endeavor include home support specialist services, early family support services, family reconciliation, home-based services, intensive family preservation services and family preservation services.
Addresses SSBG statutory goals: (2) achieve or maintain self-sufficiency, including reduction or prevention of dependency & (3) prevent or remedy neglect, abuse, or exploitation of children and adults unable to protect their own interests, or preserve, rehabilitate or reunite families.
2. **Placement in appropriate alternative care when a child or youth cannot safely remain in his or her own home:** These services include family-centered placement practice and process, planning for and monitoring of children and youth who reside in foster care, group care, or other out-of-home care. Licensing of out-of-home facilities are also

included, as are adoption services for children and youth for whom parental rights have been terminated or relinquished.

Addresses SSBG statutory goal: (3) prevent or remedy neglect, abuse, or exploitation of children and adults unable to protect their own interests, or preserve, rehabilitate or reunite families.

Cases are managed by direct service staff in regional field offices throughout the state. Oversight is provided by regional and state headquarters staff who support and guide best practice in all field offices. Costs associated with services include, but are not limited to, training and staff support activities. DCYF also purchases services through contracts with agencies such as domestic violence shelter programs, child placing agencies, and group homes. DCYF contracts with tribes and tribal organizations to provide culturally appropriate services to Native children and families.

Characteristics of Individuals to be Served

DCYF plans to serve individuals based on defined eligibility requirements necessary to receive services. Within this set of individuals, the following definitions apply:

Case Management, Foster Care, Protective Services, Transportation, and other services:

- Children, Youth, and Young Adults – any person from the age of 0 to 23.

Day Care:

- Children and Youth – Day Care is available for children twelve years of age and younger, as well as youth, 13-17 years of age, with a disability which makes them incapable of caring for their self-due to physical, mental or emotional disabilities. Verification of disability must be conducted by a doctor, nurse, nurse practitioner, or master-level or above mental health, education, or Social Service professional, or under court supervision.

Types of Activities to be Supported

SSBG funding assists DCYF in delivering a wide range of services to help support maintaining children and youth in their own homes. When a child or youth cannot safely remain in their home, services support the achievement of reunification. Services also support timely permanency for those children and youth who are unable to return to their parent's home. The individuals served are the clients of the program services described in this pre-expenditure report.

Social Services Block Grant funds provide services statewide and may be used to support the following activities:

➤ Adoption Support (SSBG category 1)

DCYF's adoption program focuses exclusively on placing special needs children and youth in foster care into adoptive homes. These children and youth may be difficult to place for adoption because of emotional and behavioral problems, developmental delays, or because they are part of a sibling group or are over the age of five. Adoption Services recruit and screen families interested in adopting children and youth who are in the care and custody of the department. DCYF places waiting children and youth in homes with approved adoptive families and provides adoption planning, preparation, and pre- and post-placement services to the adoptive child, youth and family.

➤ **Case Management (SSBG category 2)**

DCYF provides case management services to children and youth who have experienced or are at risk of child abuse and neglect. These services include assessing the situation of the child, youth and family, planning for a permanent living situation for the child or youth, and maintaining contact with family members when the child or youth is placed out of their home of origin.

➤ **Counseling Services (SSBG Category 4)**

Counseling services are assessed and referred through the following DCYF program areas: Child Protective Services (CPS), Family Preservation Services (FPS), Child and Family Welfare Services (CFWS), Family Voluntary Services (FVS), Adoption and Adoption Support.

➤ **Day Care – Children (SSBG category 6)**

DCYF provides child care services to families who are involved with DCYF and the services are a part of the case plan for a child. The services may be provided in a child’s home or in a licensed/certified child care facility. Services are typically for children ages 0 to 12 years of age however; child care services may be provided beyond age 12 for a child or youth with special needs.

➤ **Foster Care – Children (SSBG category 11)**

Foster homes provide twenty-four-hour care for children and youth of all ages who need temporary or extended out-of-home placement due to child abuse, neglect or family conflict. Foster care is provided by licensed foster parents or unlicensed relative caregivers and is viewed as a short-term solution to an emergent situation. The goal of foster care services is to return each child or youth home safely or to find another appropriate permanent home as quickly as possible. Foster care services are also available with licensed foster parents through contracted community child placing agencies.

The DCYF Licensing Division (LD) and private agencies share responsibility for foster home recruitment and retention. Recruitment occurs primarily through contracts as described below, however the LD is responsible for the final approval of all foster care licenses. DCYF promotes a long-term grassroots community engagement effort for recruitment and ongoing support for foster parents. Statewide and regional Recruitment and Retention Teams, comprised of DCYF and contract agency staff, meet regularly to monitor progress and to strategize improvements in recruitment and retention efforts.

DCYF contracts with community agencies for Behavior Rehabilitation Services (BRS) for children and youth with serious emotional, behavioral, or medical difficulties who cannot be adequately served in family foster homes. BRS provides a high level of care and treatment for children and youth with the most severe and intensive needs. BRS is time limited with a focus on a return to a less restrictive environment. Services are offered in an array of settings including the child or youth’s home, a treatment foster home or a group residential setting.

Respite care is the temporary, time limited relief for substitute parenting or care giving of a child or youth to help the child or youth remain safely in their own home or help ensure stability in out-of-home placement. Respite care services may fall under two primary categories:

- a) Retention Respite – provides licensed DCYF caregivers, licensed tribal foster parents and licensed Private Child Placing Agency foster parents providing care for DCYF placed children and youth, with regular “time off” from the demands of care giving responsibilities; and
- b) Child Specific Respite – provides unlicensed relative caregivers, other suitable persons, licensed DCYF caregivers, licensed tribal foster parents and licensed Private Child Placing Agency foster parents providing care for children or youth placed by DCYF, with the

opportunity for relief from the care giving responsibilities which are linked to the medical, behavioral or special needs of an individual child or youth.

DCYF provides services to support children and youth in foster care. This may include but is not limited to clothing, meals for children or youth, and special fees for activities outlined in the case plan.

➤ **Health Related Services (SSBG category 12)**

DCYF provides health related services to clients to help attain and maintain physical or mental health. Services may include but are not limited to medical costs not covered by medical coupons, client referrals for services or activities related to psychological and neuropsychological evaluation, testing and subsequent treatment to remedy the family circumstances and provide a safe environment for children and youth.

➤ **Home Based Services (SSBG category 13)**

DCYF provides home based services to families who are seeking help to manage children or youth and to keep their families together in their home. DCYF home based services include home maintenance services and household management services as well as respite services covered in category 11 above.

➤ **Independent and Transitional Living Services (SSBG category 16)**

DCYF provides independent and transitional living services to assist youth likely to age out of foster care and young adults making the transition from an institution to independent living. Services may include but not limited to life skills training, educational services, as well as housing and employment supports.

➤ **Information and Referral (SSBG category 17)**

DCYF provides information and referral services to facilitate an appropriate referral to community resources. DCYF information and referral services include referring parents to community services to prevent potential child abuse and neglect from occurring.

➤ **Legal Services (SSBG category 18)**

DCYF contracts to provide legal representation to children and youth through all stages of foster care related legal proceedings. DCYF may provide payment for administrative costs, services or activities related to preparing for and representation at hearings, provision of legal advice, and counseling.

➤ **Prevention/Intervention (SSBG category 20)**

DCYFs Family Preservation Services (FPS) are available primarily to families whose children or youth face “substantial likelihood” of being placed outside of the home or to assist with reunifying a child or youth with their family from out-of-home care. Interventions focus on resolving the immediate crisis and strengthening a family’s relationships through a variety of community resources. FPS are available to families within 48 hours of referral and are offered for a maximum of six months by a contracted service provider.

As child maltreatment is closely associated with domestic violence, DCYF provides routine screening for domestic violence at intake and during investigation, and as part of service planning and case review. This includes conducting a specialized assessment of the safety threat which domestic violence poses to a child or youth. Assessment is conducted at the beginning of the case and occurs throughout the life of the case. The findings from the assessment provide guidance in the decision-making processes of service planning, case management and case review.

➤ **Protective Services – Children (SSBG category 22)**

Child Protective Services (CPS) provides twenty-four-hour, seven days a week intake, screening, and investigative services for reports of alleged child abuse and neglect. DCYF Licensing Division (LD) CPS social workers and CPS social workers investigate appropriate referrals to assess the safety and protection needs of children and youth, and when necessary, intervenes by providing services designed to increase safety and protect children and youth from further harm.

➤ **Residential Treatment Services (SSBG category 24)**

DCYF contracts with Crisis Residential Centers (CRC) in which temporary shelter is provided for youth ages 12 through 17 who run away from home, are in severe conflict with their parent(s), or are foster youth in need of a crisis placement. CRCs are available twenty-four hours a day, seven days a week. Placement is limited to a maximum of five days. The services CRCs provide are focused on assessing the youth's needs and reunifying the family.

➤ **Special Services for Youth Involved in or at Risk of Involvement with Criminal Activity (SSBG category 26)**

DCYF provides special programs for Sexually Aggressive Youth (SAY). Comprehensive intervention and treatment services are available for children and youth who meet the definition of SAY as defined in RCW 74.13.075. These services include one-time expenses for testing, monitoring equipment, or emergency interventions as well as ongoing evaluations, treatment and supervision.

➤ **Transportation Services (SSBG category 28)**

DCYF provides transportation services which include arranging for travel and the payment of travel in order for clients to access necessary services. DCYF may provide payment for the cost of air, bus, and/or rail transportation and associated expenses incurred by or on behalf of a child or youth in foster care, return of a runaway, a child or youth receiving adoption services, and family reconciliation services.

➤ **Other Service (SSBG category 1 through 28 not listed above)**

DCYF may also expend FFY2020 SSBG funds on other SSBG qualified services. These services may include, but are not limited to; intake and assessment, child and family welfare services (CFWS), family reconciliation services (FRS), LD family home licensing services, crisis counseling, home support, short-term residential treatment and transportation services other than those listed in category 28.

➤ **Administrative Costs**

The department intends to use block grant funds to provide partial support for overhead administrative services and not exceed the allowable administrative percentage per federal recommendation.

SSBG Pre-Expenditure Report

Year: 2020 Group: Washington

Contacts

Contact Type Name	First Name	Last Name	Title	Agency	Street1	Street2	City	State Name	Zip	Phone Number	Fax Number
State CFO Contact Info	Jenny	Heddin	Chief Financial Officer	Department of Children, Youth, and Families	1500 Jefferson St	PO Box 40975	Olympia	Washington	98504	360-688-6349	
State SSBG Contact Info	Shannon	Mathis	Comptroller	Department of Children, Youth, and Families	1500 Jefferson St	PO Box 40975	Olympia	Washington	98504	360-725-4920	
State Official Contact Info	Ross	Hunter	Secretary	Department of Children, Youth, and Families	1500 Jefferson St	PO Box 40975	Olympia	Washington	98504	360-407-7909	

Definitions

Child	Washington State defines child as age 0-21
Adult	Anyone over the age of 21
Family	Family is defined as bio parent/siblings, adoptive parent/siblings, fictive kin, relative of specified degree

Assurances

Assurance Name	Yes	No	Comment
Is the total amount of funds transferred from TANF to SSBG equal to the amount reported for the related period in the TANF financial report (ACF196R)?	X		
The grantee certifies that funds transferred from TANF to SSBG comply with the statutory requirements described in Section 404(d) of the Social Security	X		
The grantee certifies that no carryover extends beyond the two year expenditure period outlined in the code Sec.2002 42 U.S.C. 1397a (c)	X		
Was the actual use of funds transferred from TANF to SSBG reflected in the pre-expenditure report?	X		

Expenditures and Recipients

SSBG Pre-Expenditure Report

Year: 2020 Group: Washington

Service Supported with SSBG Expenditures	SSBG Allocation	Carry Over from Previous FY	Funds Transferred into SSBG	Carry Over of Funds Transferred into SSBG from Previous FY	Expenditures of All Other Federal, State, and Local Funds	Total Expenditures	Public	Private	Include All	Children	Adults Age 59 Years & Younger	Adults Age 60 years & Older	Adults of Unknown Age	Total Adults	Total Recipients	Actual	Estimated	Sampled	Duplicated	Unduplicated	Eligibility Comment	Email
1) Adoption Services	\$0	\$0	\$0	\$0	\$0	\$0				17,437	0	0	0	0	17,437		X			X	Home Studies, Counseling, and other related services for children in the Adoption Support program	
2) Case Management	\$4,795,247	\$0	\$0	\$0	\$23,251,650	\$28,046,897	X			6,384	0	0	0	0	6,384		X		X	Children receiving case management services through the foster care program		
3) Congregate Meals	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
4) Counseling Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
5) Day Care--Adults	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
6) Day Care--Children	\$119,920	\$0	\$0	\$0	\$4,866,704	\$4,986,624	X			6,775	0	0	0	0	6,775		X		X	Children in the foster care program receiving day services not eligible for Title IV-E reimbursement		
7) Education and Training	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
8) Employment Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
9) Family Planning Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							

SSBG Pre-Expenditure Report

Year: 2020 Group: Washington

Service Supported with SSBG Expenditures	SSBG Allocation	Carry Over from Previous FY	Funds Transferred into SSBG	Carry Over of Funds Transferred into SSBG from Previous FY	Expenditures of All Other Federal, State, and Local Funds	Total Expenditures	Public	Private	Include All	Children	Adults Age 59 Years & Younger	Adults Age 60 years & Older	Adults of Unknown Age	Total Adults	Total Recipients	Actual	Estimated	Sampled	Duplicated	Unduplicated	Eligibility Comment	Email	
10) Foster Care Services--Adults	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
11) Foster Care Services--Children	\$18,225,416	\$0	\$2,847,000	\$0	\$26,151,994	\$47,224,410	X			11,490	0	0	0	0	11,490		X		X		Children in the Foster Care program not eligible for Title IV-E reimbursement		
12) Health-Related Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
13) Home-Based Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
14) Home-Delivered Meals	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
15) Housing Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
16) Independent/Transitional Living Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
17) Information & Referral	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
18) Legal Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
19) Pregnancy & Parenting	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
20) Prevention & Intervention	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								
21) Protective Services--Adults	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0								

SSBG Pre-Expenditure Report

Year: 2020 Group: Washington

Service Supported with SSBG Expenditures	SSBG Allocation	Carry Over from Previous FY	Funds Transferred into SSBG	Carry Over of Funds Transferred into SSBG from Previous FY	Expenditures of All Other Federal, State, and Local Funds	Total Expenditures	Public	Private	Include All	Children	Adults Age 59 Years & Younger	Adults Age 60 years & Older	Adults of Unknown Age	Total Adults	Total Recipients	Actual	Estimated	Sampled	Duplicated	Unduplicated	Eligibility Comment	Email
22) Protective Services--Children	\$3,700,000	\$0	\$0	\$0	\$40,097,997	\$43,797,997	X			110,985	0	0	0	0	110,985		X			X	Children served through front line staff assessing and investigating instances of possible child abuse and neglect	
23) Recreation Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
24) Residential Treatment	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
25) Special Services--Disabled	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
26) Special Services--Youth at Risk	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
27) Substance Abuse Services	\$0	\$0	\$0	\$0	\$0	\$0				0	0	0	0	0	0							
28) Transportation	\$707,000	\$0	\$2,828,000	\$0	\$846,993	\$4,381,993	X			6,203	0	0	0	0	6,203		X			X	Transportation of children for visitation with parents and/or siblings	
29) Other Services***	\$5,183,446	\$0	\$0	\$0	\$50,752,090	\$55,935,536	X			3,433	0	0	0	0	3,433		X			X	Services offered to help stabilize children to help prevent placement	
30) SUM OF EXPENDITURES FOR SERVICES	\$32,731,029	\$0	\$5,675,000	\$0	\$145,967,428	\$184,373,457				162,707	0	0	0	0	162,707		X		X			

SSBG Pre-Expenditure Report

Year: 2020 Group: Washington

Service Supported with SSBG Expenditures	SSBG Allocation	Carry Over from Previous FY	Funds Transferred into SSBG	Carry Over of Funds Transferred into SSBG from Previous FY	Expenditures of All Other Federal, State, and Local Funds	Total Expenditures	Public	Private	Included All	Children	Adults Age 59 Years & Younger	Adults Age 60 years & Older	Adults of Unknown Age	Total Adults	Total Recipients	Actual	Estimated	Sampled	Duplicated	Unduplicated	Eligibility Comment	Email
31) Administrative Costs	\$3,237,135	\$0	\$0	\$0		\$3,237,135				0	0	0	0	0	0							
32) SUM OF EXPENDITURES FOR SERVICES AND ADMINISTRATIVE COSTS	\$35,968,164	\$0	\$5,675,000	\$0	\$145,967,428	\$187,610,592				162,707	0	0	0	0	162,707		X		X			
33) Total SSBG Expenditures	\$41,643,164									0	0	0	0	0	0							
34) Remaining funds to be carried over into the next fiscal year	\$0		\$0							0	0	0	0	0	0							

Comments

From which block grant(s) were these funds transferred:	TANF
**Please list the sources of these funds:	Title IV-E, Title XIX, Title IV-B1, Title IV-B2, TANF, State
***Please list other services:	CWS SW, Intake & Assessment SW, Crisis Counseling SW, Home Support Specialist, FRS SW, Family Home Licensors, Unified Home Study Staff, Group Home Licensors, Licensing Supervisors, CPSI Supervisors
Additional Comments	As no final FFY20 SSBG allotment has been determined, dollars noted above are in line with the total FFY19 award. Line 30 of the recipient count is the total estimated client count however clients may receive more than one service in the identified categories above so all categories are unduplicated but the sum total may include duplication.