

<h1>ACF</h1> <p>Administration for Children and Families</p>	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Administration on Children, Youth and Families	
	1. Log No: ACYF-CB-PI-08-06	2. Issuance Date: December 5, 2008
	3. Originating Office: Children's Bureau	
	4. Key Words: Title IV-E Plans, Indian Tribes, Fostering Connections to Success and Increasing Adoptions Act of 2008	

PROGRAM INSTRUCTION

- TO:** Indian Tribes, Tribal Organizations and Tribal Consortia
- SUBJECT:** Letter of Intent for Indian Tribes, Tribal Organizations, and Tribal Consortia to Directly Operate a Title IV-E Program
- LEGAL AND RELATED:** Title IV-E of the Social Security Act; Public Law 110-351, Fostering Connections to Success and Increasing Adoptions Act of 2008
- PURPOSE:** The purpose of this Program Instruction is to request that Federally-recognized Tribes, Tribal organizations and Tribal consortia (hereafter Tribes) submit letters of intent indicating at the current time, if they (1) plan to directly operate a title IV-E program as authorized by the Fostering Connections to Success and Increasing Adoptions Act of 2008 and (2) plan to apply for a title IV-E development grant.
- INFORMATION:** The Fostering Connections to Success and Increasing Adoptions Act of 2008 added a new section 479B to the Social Security Act (the Act) which allows Tribes the option to apply to the Secretary to receive direct Federal funding to support the administration of their own foster care, adoption assistance and guardianship assistance programs under title IV-E of the Act. The law amended the Act at section 476(c) to provide the Secretary the authority to award one-time grants of up to \$300,000 to Tribes to support development of a title IV-E plan to carry out the requirements of new section 479B of the Act. The law also requires the Administration for Children and Families (ACF) to provide technical assistance and implementation services to Tribes regarding title IV-B and IV-E programs.

In order to plan for the review of Tribal title IV-E plans and technical assistance needs, ACF is requesting that all Tribes that plan to directly operate a title IV-E program send a letter of intent to their Children's Bureau Regional Program Manager by January 30, 2009. We would like to know how many Tribes plan to apply and for which Federal fiscal year (FFY) the Tribe plans to apply. These letters are solely for ACF planning purposes and are to reflect the Tribe's plans at this time. This is not a formal commitment and the FFY for which the Tribe plans to apply can be adjusted later as necessary. Please note also, that if a Tribe chooses not to submit a letter of intent, it does not prevent the Tribe from directly operating a title IV-E program or from applying for a title IV-E development grant.

Therefore, a Tribe should include in the letter of intent the following information:

1. The FFY in which the Tribe plans to begin operation of a title IV-E program. Under section 479B of the Act, the earliest possible implementation period is FFY 2010 (which begins October 1, 2009).
2. A description of the intended service area and population for the Tribal title IV-E program.
3. Whether, and if so, in what FFY, the Tribe plans to submit an application for a development grant (section 476(c)(2)(A)(iii) of the Act).
4. Contact information for the Tribe.

We have not finalized the procedures for distribution of the development grants. However, it is likely to be a competitive process. Once we formally announce our plans for the distribution of these development grants, we will send that information to all Tribes so that any Tribe who would like to may apply.

Again, we wish to reinforce that these letters are for ACF planning purposes and are not to be construed by Tribes as a formal commitment to directly operate a title IV-E program or an application to receive a title IV-E development grant. We are including, at Attachment A, a template for the letter of intent Tribes may use if they choose.

Paperwork Reduction Act

Under the Paperwork Reduction Act of 1995 (P.L. 104-13), an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. The OMB control number is 0970-0359, approved through February 28, 2009. Reporting burden for the letter of intent is estimated to average 1 hour per response.

INQUIRIES: Children's Bureau Regional Program Managers

/s/

Joan E. Ohl
Commissioner

Attachment A – Suggested template for Letter of Intent

Attachment B – Children's Bureau Regional Program Managers

ATTACHMENT A – Letter of Intent Template

OMB NO. 0970-0359 Expires: 02/28/09

[Applicant Letterhead]

[Date]

To Children’s Bureau Regional Program Manager:

_____ (Name of Tribe) plans to apply to operate a title IV-E program beginning in Federal fiscal year (FFY) _____.

The intended Tribal service area is: _____ and the intended population to be served is _____.

_____ We plan to apply for a one-time development grant of up to \$300,000 in FFY _____.

_____ At this time, we do not plan to apply for a one-time development grant.

Contact information

Name:

Date:

Position:

Tribe or Organization:

Address:

City/State/Zip:

Phone:

Fax:

E-mail:

ATTACHMENT B– Children’s Bureau Regional Program Managers

Region I - Boston

Bob Cavanaugh
bob.cavanaugh@acf.hhs.gov
JFK Federal Building Rm. 2000
Boston, MA 02203
(617) 565-1020

States

Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

Region II - New York City

Junius Scott
junius.scott@acf.hhs.gov
26 Federal Plaza Rm. 4114
New York, NY 10278
(212) 264-2890
States and Territories
New Jersey, New York, Puerto Rico, Virgin Islands

Region III - Philadelphia

Lisa Pearson
lisa.pearson@acf.hhs.gov
150 S. Independence
Mall West—Suite 864
Philadelphia, PA 19106-3499
(215) 861-4000
States
Delaware, District of Columbia, Maryland, Pennsylvania, Virginia, West Virginia

Region IV - Atlanta

Ruth Walker
ruth.walker@acf.hhs.gov
Atlanta Federal Center
61 Forsyth Street SW Suite 4M60
Atlanta, GA 30303
(404) 562-2900
States
Alabama, Mississippi, Florida, North Carolina, Georgia, South Carolina, Kentucky, Tennessee

Region V - Chicago

Carolyn Wilson-Hurey
carolyn.wilson-hurey@acf.hhs.gov
233 N. Michigan Avenue
Suite 400
Chicago, IL 60601
(312) 353-4237

States

Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin

Region VI - Dallas

June Lloyd
june.lloyd@acf.hhs.gov
1301 Young Street Suite 945
Dallas, TX 75202
(214) 767-8466
States
Arkansas, Louisiana, New Mexico, Oklahoma, Texas

Region VII - Kansas City

Rosalyn Wilson
rosalyn.wilson@acf.hhs.gov
Federal Office Building
Room 276
601 E 12th Street
Kansas City, MO 64106
(816) 426-3981
States
Iowa, Kansas, Missouri, Nebraska

Region VIII - Denver

Marilyn Kennerson
marilyn.kennerson@acf.hhs.gov
Federal Office Building
1961 Stout Street 9th Floor
Denver, CO 80294-3538
(303) 844-3100
States
Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming

Region IX - San Francisco

Sally Flanzer

sally.flanzer@acf.hhs.gov

90 7th St., 9th Floor

San Francisco, CA 94103

(415) 437-8400

States

Arizona, California, Hawaii, Nevada, Outer
Pacific—American Samoa

Region X - Seattle

John Henderson

john.henderson@acf.hhs.gov

2201 Sixth Avenue Suite 300, MS-70

Seattle, WA 98121

(206) 615-2482

States

Alaska, Idaho, Oregon, Washington