

STRONG FAMILIES/SAFE CHILDREN MULTI-YEAR PLANNING PROCESS

Background

The Kent County Family and Children's Coordinating Council and the local FIA share responsibility for the allocation and administration of Strong Families/Safe Children (SF/SC) funds. SF/SC funds are for direct services to families and children designed to keep children safe in their own homes (when appropriate), promote family strength and stability, enhance parental functioning, prevent the separation of families (where appropriate), and to provide permanency for children. SF/SC funds are for new or enhanced direct services in these four categories of services:

- Family Support Services
- Family Preservation – Placement Prevention Services
- Family Preservation – Reunification Services
- Adoption promotion and Support Services

In order to ensure an even, sustainable level of service spending, Counties are expected to create multi-year plans. However, amendments can be made at any time with approval from the SF/SC Program Office, and plans must be resubmitted each year for approval. Historically, the Council has implemented a 3-year planning cycle to correspond with the FIA contract cycle. Multi-year plans are due to the State SF/SC Program Office June 30 of the final fiscal year of the active plan (2 months prior to the expiration of the active plan).

Roles and Responsibilities¹

- FIA Local Office
 1. Participate in the collaborative process as an active member of the collaborative body and its subgroups.
 2. As fiduciary, inform and educate the collaborative body on program parameters for funding and state purchase policies.
 3. “Gatekeep” purchase recommendations of the MPCB, advancing only those projects which are consistent with Federal and State intent and policy.
 4. Determine the appropriate method of contractor selection (bid or sole source) and oversee the selection process. Oversight of the selection process includes, but is not limited to, conducting bid processes and determining reasonableness of costs and conditions for sole source awards.
 5. Initiate the FIA contract purchase process, including preparing and submitting required forms defining services, and reviewing cost information.
 6. Assure that purchases are limited to those services identified in the approved services plan.
 7. Administer contracts by signing billings (subject to local office determination of appropriateness of the billings), overseeing contract activity, and establishing and maintaining referral procedures.

¹ Source: State of Michigan Family Independence Agency memorandum #L-99-106, July 15, 1999

▪ MPCB

1. Attempt to meet the child and family services needs with respect to the identified services in the approved plan and make recommendations to FIA regarding local purchase needs.
2. Participate in contractor selection decisions consistent with FIA policy and State purchase requirements.
3. Administer the implementation of the approved services plan; ensure service purchases are only for those identified in the approved plan.
4. Generally promote collaborative activity on a local level.
5. Develop appropriate community plans within State policy and regulations,
6. Monitor local activities and purchases to assure they are in compliance with the FIA approved plan.

Process

1. No later than December of the final fiscal year of the active plan, the Executive Committee will appoint an ad hoc committee to review the active 3-year plan. The ad hoc committee membership shall consist of the chairs of the four intervention committees (Early Childhood, Elementary School Years, Middle & High School Years, and Ongoing Family Support) and up to two Executive Committee members. The committee's charge will include:
 - a. Review Council Funding Criteria (see inset)
 - b. Review SF/SC program requirements and community-wide outcomes
 - c. Review program evaluation results from SF/SC funded services
 - d. Make recommendations regarding any changes to the plan (including funding criteria, services, and funding levels*)

***Recommended changes in services and funding levels must be based on 1) program evaluation results, 2) consistency with SF/SC program requirements and community-wide outcomes, and 3) consistency with recommended funding criteria.**

2. The ad hoc committee will present its findings and subsequent recommended 3-Year Plan to the Executive Committee for recommendation to the Council for approval. If the Council does not approve the Plan, the Plan shall be sent back to the Executive Committee.
3. The Council-approved 3-Year Plan must be submitted to the FIA local office no later than April 30 of the final fiscal year of the plan if it calls for new services to be funded, and no later than May 30 if it calls for continuation of previously approved services. The FIA local office will review the Plan to ensure that it is consistent with Federal and State intent and policy, and submit it to the FIA SF/SC Program Coordinator office no later than June 30.
4. The FIA local office will determine the appropriate method of contractor selection (bid or sole source), oversee the selection process, and solicit Council participation in contractor selection decisions (consistent with FIA policy and State purchase requirements). Once contractors are selected, the local office will initiate the FIA contract purchase process, including preparing and submitting required forms defining services, and reviewing cost information. Fiscal oversight of contracts is a shared responsibility between the FIA local office and the MPCB.

KCFCCC Funding Criteria*

Due to the need to place limited resources strategically, a key consideration for funding by the Council is to provide resources for programs that have been established as a result of significant community collaboration. As a representative community coalition, it is the Council's responsibility to ensure that funding is provided or redirected for these large-scale community priorities. The ability to achieve measurable outcomes is also a key factor. The Council gives funding priority to programs which:

- Involve two or more partners in which each participating organization contributes financial resources
- Involve key stakeholder groups (i.e., families) in program design and implementation
- Focus on system integration or reform
- Are consistent with the Kent County Family, Youth, and Children's Services Plan
- Involve a comprehensive evaluation component
- Focus on prevention
- Offer culturally appropriate and sensitive services for people of color

*From the SF/SC FY2000-2002 Plan