

<h1>ACF</h1> <p>Administration for Children and Families</p>	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Administration on Children, Youth and Families	
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	4. Key Words: Indian Tribes; Title IV-B Child and Family Services Plan; Annual Progress and Services Report; Chafee Foster Care Program for Successful Transition to Adulthood; Education and Training Vouchers Program	

PROGRAM INSTRUCTION

TO: Indian Tribes, Indian Tribal Organizations and Indian Tribal Consortia Administering or Supervising the Administration of Title IV-B, subparts 1 and 2, and Title IV-E of the Social Security Act (the Act); and Tribal Independent Living and Education and Training Voucher Coordinators.

SUBJECT: June 30, 2020 submission of: (1) the first Annual Progress and Services Report (APSR) required under Title IV-B of the Act for the Stephanie Tubbs Jones Child Welfare Services (CWS) and the MaryLee Allen Promoting Safe and Stable Families (PSSF)¹; and the Chafee Foster Care Program for Successful Transition to Adulthood (Chafee) and the Education and Training Vouchers (ETV) Program; and (2) the CFS-101, Part I, Annual Budget Request, Part II, Annual Summary of Child and Family Services, and Part III, Annual Expenditure Report- Title IV-B, subparts 1 and 2, Chafee, and ETV, as applicable.

LEGAL AND RELATED REFERENCES: Title IV-B, subparts 1 and 2, sections 421-425, 428, 430-438, and title IV-E, section 477 of the Act; the Indian Child Welfare Act (ICWA) of 1978 (P.L. 95-608); 45 CFR Parts 1355 and 1357; the Fostering Connections to Success and Increasing Adoptions Act of 2008 (P.L. 110-351); the Family First Prevention Services Act (FFPSA) within Division E, Title VII of the Bipartisan Budget Act of 2018 (P.L. 115-123); Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act, 2019, Division B of Public Law (P.L.) 115-245; the Consolidated Appropriations Act of 2018; and the Further Consolidated Appropriations Act, 2020 (P.L. 116-94).

¹ The Family First Transition Act, enacted as part of the Further Consolidated Appropriations Act, 2020, renamed the Promoting Safe and Stable Families in honor of child advocate MaryLee Allen who died in June 2019.

PURPOSE: This Program Instruction (PI) provides guidance to Indian Tribes, Indian Tribal Organizations and Indian Tribal Consortia (hereafter “tribes,” unless otherwise noted) on actions they are required to take to receive their allotments for Federal Fiscal Year (FY)² 2021 (subject to the availability of appropriations) authorized under title IV-B, subparts 1 and 2, and Chafee and ETV programs.

This PI summarizes the actions required to complete and submit the APSR for FY 2021 and the CFS-101, Parts I, II, and III.

ACYF-CB-PI-20-02 addresses requirements for states, territories and the insular areas applying for funding under these programs.

Tribes are encouraged to read the PI in its entirety to understand where items are expected to be reported and how the information should be organized and submitted (please see Section G for more information).

INFORMATION: Organization of the Program Instruction

- Section A. The Children’s Bureau Focus on Strengthening Families Through Primary Prevention of Child Maltreatment While Securing Permanency for All Children and Youth
- Section B. Overview of the Child and Family Services Plan (CFSP) and Annual Progress and Services Report (APSR)
- Section C. Instructions for the APSR for FY 2021 (for all Tribes applying for title IV-B funding)
- Section D. Additional APSR Requirements for Tribes Applying for Chafee and/or ETV funding
- Section E. Additional APSR Requirements for Tribal Title IV-E Agencies
 - Title IV-E Training Plan
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 - Adoption Savings
- Section F. Financial Information
- Section G. Submittals
- Attachments

Section A. The Children’s Bureau Focus on Strengthening Families Through Primary Prevention of Child Maltreatment While Securing Permanency for All Children and Youth

The Children’s Bureau (CB) has made a call to action to the child welfare field to implement primary prevention strategies. By focusing on primary prevention, we can strengthen families before maltreatment has occurred and prevent the unnecessary removal of children from their homes and communities.³ At the same time, CB recognizes that when foster care is necessary,

² Unless otherwise noted, “FY” refers to federal fiscal year (October 1 – September 30).

³ See, for instance, Information Memorandum [ACYF-CB-IM-18-05](#).

it can be dramatically improved to focus on achieving timely permanency for all children and youth, whether through reunification, guardianship or adoption, including customary adoption.

In order to support this vision, CB is promoting:

- **Primary Prevention**

Primary prevention programs and strategies are efforts directed toward the whole community which are designed to prevent abuse and neglect from occurring for the first time in a family. The CB has been focused on safe prevention strategies that strengthen families so that children do not unnecessarily enter foster care. The vision of primary prevention is one where we work together with the courts and other appropriate public and private agencies and partners to plan, implement and maintain integrated primary prevention networks and approaches to strengthen families, and prevent maltreatment before it causes trauma to children and results in entry into the foster care system. Coordinated and robust primary prevention efforts are critically important to strengthen families, prevent the initial occurrence of and ongoing maltreatment, prevent unnecessary family disruption, reduce family and child trauma, interrupt intergenerational cycles of maltreatment, and build a well-functioning child welfare system.

- **Child Welfare Practice that Supports the Well-Being of Children, Families, and Communities**

At the core of child welfare's work is the establishment of practice that supports the positioning of the well-being of children, families, and communities as central to the role of the child welfare system. We know that trauma related to abuse and neglect and the removal of children from their families has long-term consequences for children, families, and communities. Creating a system that sees the prevention of child abuse and neglect as the goal of child welfare changes the current system toward working with families sooner through upfront prevention efforts.

- **Community-Based, Collaborative Programs that Support Families**

Effective primary prevention services must be located in communities where families live where they are easily accessible, and culturally responsive. Child welfare agencies must partner with community-based resources for effective and efficient prevention strategies. These partnerships offer the opportunity to understand the unique strengths and needs of the communities and to develop approaches that are effective in reaching families facing a range of challenges. Because of the link between poverty and child abuse and neglect, it is important that child welfare agencies work to develop consensus with key stakeholders around shared goals and strategies to achieve positive outcomes for families and children by encouraging them to participate in services early, before economic factors or other stressors cause a crisis.

- **Foster Care as a Support to Families, Not a Substitute for Parents**

While the movement towards primary prevention has the potential to dramatically reduce the number of children for whom foster care is needed, we will always need a system that can provide a temporary safe-haven for a limited number of children and

youth. Under a prevention-based child welfare system, the need for foster care is used only as a last resort after all efforts have been exhausted to maintain the children safely within their own home.

With a smaller system of foster care, we can focus on empowering foster family homes to provide a support to families in a time of need or crisis. Children and youth can remain in their home communities, siblings can remain together, and critical family bonds can be maintained. Foster parents must be a resource and allow families to remain actively involved in the lives of their children while out of their home.

- **Focus on Achieving Permanency**

Despite prevention and restorative efforts, some children are not be able to remain safely with their parents. For those children, we must provide them with the love and care that comes from a permanent and safe family, whether that is achieved through placement with kin, guardianship or adoption, including customary adoption. When we strengthen our efforts to find relatives and support all caregivers, they become better prepared to provide a long-term family, if needed.

- **A Strong, Healthy Child Welfare Workforce to Achieve Better Outcomes**

All elements of achieving the vision of child welfare rely on a highly-trained workforce capable of implementing the goal of strengthening families through primary prevention. Learning to work with families and youth to identify strengths and protective factors is essential and must be supported by agency leadership. Most child welfare professionals choose to work in the field because they care deeply about the children and families who live in their communities. Unfortunately, a lack of training, resources, and support coupled with high caseloads forces many child welfare professionals to leave the field. High turnover is associated with the inability of families and youth to receive critical services, make progress in court, and limits the ability of families and youth to build trusting relationships with helping professionals.

In thinking about the child welfare workforce, it is also important to think beyond those employed by the agency. For instance, court personnel and community providers play a critical role in child welfare. Engaging, training, and supporting the full range of professionals involved in child welfare creates a greater sense of ownership over the outcomes experienced by children and families.

- **High Quality Legal Representation at All Stages of Child Welfare Proceedings**

High quality legal representation is a powerful tool to help ensure that reasonable efforts⁴ are made and that the voices of parents, children and youth are heard. High quality legal representation requires attorneys to work with parents and youth to identify

⁴ “Reasonable efforts” are a title IV-E agency requirement to obtain a judicial determination that the child welfare agency has made efforts (1) to maintain the family unit and prevent the unnecessary removal of a child from the home, as long as the child’s safety is ensured, and (2) to make and finalize a permanency plan in a timely manner (sections 471(a)(15) and 472(a)(2)(A) of the Act).

and advocate for services and supports and to ensure that parents and youth understand their rights and the complicated processes that directly affect their lives and well-being.⁵ Attorneys can also provide legal services to remove obstacles for families and youth that may leave them more vulnerable to entering the child welfare system, such as difficulties with housing, educational advocacy, employment, determining paternity and other civil legal issues.

CB Supports to Tribes to Implement the Vision

We recognize that tribes have long embraced a vision for child welfare that focuses on strengthening families and native communities and that seeks to avoid the unnecessary removal of children from home. The CB hopes that by laying out our vision for child welfare, we can help support tribes in healing and strengthening American Indian and Alaska Native communities, families and children.

In developing the 2021 APSR, we encourage tribes to advance these key areas of prevention and permanency by reviewing their CFSPs and, where appropriate, incorporating additional objectives, strategies or action steps that will help achieve improved outcomes for children, families and communities. The following resources may also be of assistance to tribes.

- *Tribal Information Exchange.* The Capacity Building Center for Tribes offers resources, including publications and online trainings through the Tribal Information Exchange. Resources address a range of issues and topics, such as strengthening families, collaborative program planning and partnerships, workforce and professional development, and information on healing and wellness. For more information see <https://tribalinformationexchange.org/>.
- *Highlighting Family and Youth Voice.* In August 2019, CB issued [ACYF-CB-IM-19-03](#)⁶, an Information Memorandum (IM) on “Engaging, empowering, and utilizing family and youth voice in all aspects of child welfare to drive case planning and system improvement.” The IM outlines the importance of harnessing the lived experience of family and youth to better inform system improvement.
- *High Quality Legal Representation.* The CB Informational Memorandum [ACYF-CB-IM-17-02](#)⁷ provides details on representation concepts, benefits, and resources that are helpful for developing or strengthening legal representation programs. Tribal court policies and practices also play a key role in parties’ experiences in court. A Child Welfare Information Gateway podcast series profiled how tribes worked to improve

⁵ The CB issued Informational Memorandum ACYF-CB-IM-17-02 that provides details on representation concepts, benefits, and resources that are helpful for developing or strengthening legal representation programs.

⁶ ACYF-CB-IM-19-03: <https://www.acf.hhs.gov/sites/default/files/cb/im1903.pdf>

⁷ ACYF-CB-IM-17-02: <https://www.acf.hhs.gov/sites/default/files/cb/im1702.pdf>

legal systems including episodes on child welfare agency [collaboration with courts](#),⁸ on [working to be family centered](#),⁹ and on [revising children's codes](#)¹⁰ to better support families and professionals.

Section B. Overview of the Child and Family Services Plan (CFSP) and the Annual Progress and Services Report (APSR)

Child and Family Services Plan (CFSP)

To apply for funding under several of the child welfare formula grants administered by the Children's Bureau, tribes are required to develop a CFSP, a five-year strategic plan that sets forth the vision and the goals to be accomplished to strengthen the tribe's overall child welfare system (section 432(a)(2) of the Act). A primary purpose of the CFSP is to facilitate tribes' integration of the programs that serve children and families, including:

- The Stephanie Tubbs Jones Child Welfare Services Program (title IV-B, subpart 1);
- The MaryLee Allen Promoting Safe and Stable Families Program (title IV-B, subpart 2);
- The Chafee Foster Care Program for Successful Transition to Adulthood (Chafee Program)
- The Education Training Voucher Program (ETV Program).

The CFSP consolidates plans for these programs to help tribes comprehensively integrate the full array of child welfare services, from prevention and protection through permanency (45 CFR 1357.15(a)). By integrating into one five-year strategic plan all of the separate plan requirements for the title IV-B, Chafee and ETV programs, the CFSP provides tribes the opportunity to view their child welfare systems and federal funding sources holistically. In this way, tribes can effectively and collaboratively develop strategies to strengthen their overall child welfare system.

The last CFSP was due June 30, 2019 for FYs 2020-2024. The Program Instruction for the CFSP is [ACYF-CB-PI-19-04](#).¹¹

Annual Progress and Services Report (APSR)

After submission of the five-year CFSP, tribes are required to submit annual updates, called the Annual Progress and Services Report (APSR). The APSR provides an update on the progress made toward accomplishing the goals and objectives in the CFSP (section 432(a)(2)(C)(i) of the Act) and is due each year on June 30. Completion of the APSR satisfies the federal regulations by providing updates on a tribe's annual progress for the previous FY and planned activities for the upcoming FY.

⁸ <https://www.childwelfare.gov/more-tools-resources/podcast/episode-34/>

⁹ <https://www.childwelfare.gov/more-tools-resources/podcast/episode-39/>

¹⁰ <https://www.childwelfare.gov/more-tools-resources/podcast/episode-33/>

¹¹ The CFSP Program Instruction is ACYF-CB-PI-19-04:
<https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf>

Plans and activities included in the APSR must meet the provisions of 45 CFR 1355.21, 45 CFR 1357, and title IV-B, subparts 1 and/or 2, as well as the Chafee and ETV programs (section 477 of the Act) for tribes seeking direct funding.

In preparing the APSR, each tribe must conduct an interim review of the progress made in the past year toward accomplishing the goals and objectives in the CFSP based on updated information and current data. When conducting this annual review, the tribe must include the agencies, organizations, and individuals involved in the development of the CFSP and in the ongoing CFSP-related consultation and must describe the coordination process used in developing the APSR. Examples of the agencies, organizations, and individuals with whom the tribe may need to collaborate include representatives from other tribal or state agencies providing services to children and families, the tribal court, the tribe's or state's court improvement program, state and county social service programs, the Temporary Assistance for Needy Families (TANF) program, the Child Support program, and other human service agencies.

In order to receive FY 2021 funds for title IV-B, Chafee, and ETV programs, tribes must submit the APSR electronically to the CB Regional Office (RO) by June 30, 2020. APSRs received after June 30, 2020, will not be considered for funding for FY 2021.

The RO will work with the tribe to ensure that the information provided adequately addresses the requirements. Upon approval, the RO will forward the tribe's request for funding to the CB Central Office.

It is important that applicants address all requirements outlined in this PI. Missing or incomplete information will result in the withholding of funds for the program(s) affected until the information is complete and approval can be granted by the Administration for Children and Families (ACF).

NOTE: Tribes that plan to submit a title IV-E plan to operate a foster care, adoption assistance, and, at tribal option, the guardianship assistance program and/or the prevention services program must also have an approved plan for title IV-B, subpart 1. Both plans can be submitted for the same fiscal year. Therefore, a tribe that wants to submit a plan to operate a federal direct title IV-E program in FY 2021 must submit an APSR to apply for title IV-B, subpart 1, by June 30, 2020, as described further below.

If a tribe has not previously submitted a CFSP for the FY 2020 – 2024 cycle, it must submit a four-year CFSP for FYs 2021 - 2024 with appropriate assurances by June 30, 2020.¹²

¹² The requirements for a CFSP are delineated in ACYF-CB-PI-19-04: <https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf>. Please contact the CB RO for additional information and guidance.

Regional Offices will engage with tribes in joint planning.¹³ The expectation of joint planning is that both CB and the tribe will reach agreement on substantive and procedural matters related to the CFSP (See 45 CFR 1357.10 – Definitions.)

The APSR must include information for each of the programs for which the tribe is applying. The programs, tribal eligibility criteria and program purposes are briefly described below:

- **Stephanie Tubbs Jones Child Welfare Services Program (title IV-B subpart 1)**

Tribal Eligibility: All federally recognized tribes may apply for funding.

Program Purpose: Funds under this program may be used for:

1. protecting and promoting the welfare of all children;
2. preventing the neglect, abuse, or exploitation of children;
3. supporting at-risk families through services which allow children, where appropriate, to remain safely with their families or return to their families in a timely manner;
4. promoting the safety, permanence, and well-being of children in foster care and adoptive families; and
5. providing training, professional development and support to ensure a well-qualified child welfare workforce.

- **The MaryLee Allen Promoting Safe and Stable Families Program (title IV-B subpart 2)**

Tribal Eligibility: All federally recognized tribes may apply for funding, but must qualify for an allotment of at least \$10,000 to receive a grant. (The amount of funding each tribe receives is based on the tribe's child population count. See section E for more information.) The CB encourages tribes to consult with their RO if they are unsure whether they may qualify for funding of at least \$10,000.

Program Purpose: Funds under this program may be used to support services in the following four areas:

1. Family Preservation;
2. Family Support;
3. Family Reunification; and
4. Adoption Promotion and Support Services.

¹³ *Joint planning.* Joint planning means an ongoing partnership process between the Administration for Children and Families (ACF)/CB and a tribe in the development, review, analysis, and refinement and/revision of the tribe's CFSP. Joint planning involves discussions, consultation, and negotiation between the CB Regional Office staff and the tribe in all areas of CFSP creation such as, but not limited to, identifying the service needs of children, youth and families; selecting the unmet service needs that will be addressed; developing goals and objectives that will result in improving outcomes for children and families; developing a plan to meet the federal financial matching requirements; and establishing a more comprehensive, coordinated and effective child and family services delivery system.

- **The Chafee Foster Care Program for Successful Transition to Adulthood (Chafee Program) and the Education and Training Vouchers (ETV) Program**

Tribal Eligibility: Tribes that have a tribe-state agreement for receipt of title IV-E funding and tribes approved to directly operate the title IV-E program are eligible to apply to receive Chafee and/or ETV funding directly.

Program Purpose: Funds under the Chafee program are used to help eligible youth in or formerly in foster care make a successful transition from foster care to adulthood by providing a variety of services such as educational assistance, career exploration, vocational training, life skills training, substance abuse prevention, preventive health activities, and opportunities to engage in age or developmentally-appropriate activities.

The ETV program provides funds for vouchers to eligible students to help them pay for postsecondary education and training. Additional information on program requirements and the use of funds under these programs is discussed in Section D of this PI.

Optional CFSP/APSR Template: To assist tribes in the development of the CFSP, CB prepared a template for tribes to use for the five-year cycle (see [ACYF-CB-PI-19-04, Attachment H](#)¹⁴). Although the use of the template is optional, most tribes developed their CFSP using the template. Each requirement listed in the template has the fiscal year listed below it for the tribe to update or describe for the APSR submission any changes to what was previously submitted for the CFSP. Tribes reported that the template was helpful as the entire CFSP/APSR plan and updates are all in one document. If the tribe uses the template, information for the APSR should be entered on the template on the line below each requirement labeled “FY 2021 APSR.” This PI follows the outline of the tribal template but updates the requirements to reflect the information to be reported in the APSR submission.

Section C. Instructions for the APSR for FY 2021 (for all Tribes applying for title IV-B funding)

1. **Tribal agency administering the programs** (45 CFR 1357.15(f)(1) and (2))
If there has been a change in the tribal agency administering the programs since submission of the CFSP, provide updated information on the tribal agency that will administer the title IV-B (and, if applicable, Chafee and ETV) programs under the plan. If there has been a change in the organization and function of the office or organizational unit responsible for operation and administration of the title IV-B programs since submission of the CFSP, provide updated information. The same agency is required to administer or supervise the administration of all programs under titles IV-B and IV-E of the Act. If there has been no change, simply note in the FY 2021 APSR that there has been no change.

¹⁴ ACYF-CB-PI-19-04, Attachment H: <https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf#page=84>.

2. Vision Statement (45 CFR 1357.15(g))

In the CFSP, each tribe was asked to provide a vision statement that articulates the tribe's philosophy in providing child and family services and developing or improving a coordinated service-delivery system. In the FY 2021 APSR, provide any needed updates to the tribe's vision statement or note that no change is needed.

3. Goals, Objectives, and Measures of Progress (45 CFR 1357.15(h) through (j))

For each goal and objective in the CFSP, provide an update on the specific accomplishments and progress achieved in the past fiscal year to improve outcomes for children and families, and to provide a more comprehensive, coordinated, and effective child and family services continuum (45 CFR 1357.16(a)(1)).

Revisions and/or Additions to Goals

Explain any revisions to existing goals and objectives (45 CFR 1357.16(a)(2)); and, if appropriate, update the goals and objectives to incorporate any new goals or objectives.

4. Consultation and Service Coordination (45 CFR 1357.15(l) and (m))

Provide an update on the consultation process the tribe uses to obtain the active involvement of the offices responsible for providing child and family services within the tribe's area of jurisdiction. The consultation process must include all the appropriate offices or agencies responsible for child and family services (including prevention services, child protective services, in-homes services, foster care, guardianship, adoption, and independent living services) in the tribe's service area.

Provide an update on how the tribe has involved the tribal and/or state courts and court improvement programs since the submission of the CFSP.

Provide an update on how the tribe has engaged families and youth, the state child welfare agency and other state or tribal partners involved in serving children and families in the development and implementation of the CFSP for FYs 2020- 2024.

Provide an update on how the tribe has coordinated with services or benefits under other federal or federally-assisted child and family services or programs serving the same populations to achieve the goals and objectives in the plan. Examples of programs with which to consult and coordinate include: Temporary Assistance for Needy Families, Medicaid, Child Care, Head Start, Supplemental Nutrition Assistance Program, and the Bureau of Indian Affairs programs, private agencies providing services to children and families, and community-based public and private providers for programs such as substance abuse treatment, domestic violence, behavioral health, schools, developmental disabilities, etc.

5. Service Description (45 CFR 1357.15(n)):

For tribes applying for title IV-B, subpart 1:

- Briefly describe the services the tribe provided since the submission of the CFSP. Provide an update to the services planned to be provided during the next fiscal year, highlighting any changes or additions in services or program design and how the services will assist in achieving program purposes (45 CFR 1357.16(a)(3)).
- Provide the estimated expenditures for all described services on the CFS-101 (see Attachment B).
- Present information on the estimated number of individuals and families to be served; the population to be served; and the geographic areas where the services will be available for each described service. This information may be recorded on the CFS-101 Part II or in the narrative portion of the plan.
- Provide an update on services for children under the age of five (section 422(b)(18) of the Act).
 - Describe the activities the tribe has undertaken since the submission of the CFSP to reduce the length of time children under the age of five are in foster care without a permanent family
 - Describe the activities the tribe undertook in the past year to address the developmental needs of all vulnerable children under five years of age, including children in foster care, as well as those served in-home or in a community-based setting.

For tribes applying to receive funding under title IV-B, subpart 2:

- Describe the services the tribe provided since the submission of the CFSP. Provide an update to the tribe's plans to provide services under each category of title IV-B, subpart 2: family preservation; family support; family reunification; and adoption promotion and support services.
- In the CFSP, the tribe identified which populations are at the greatest risk of maltreatment and how the tribe would target services to the populations at greatest risk of maltreatment. Provide an update on the tribe's efforts to identify these populations and how services were delivered since the submission of the CFSP (section 432(a)(10) of the Act).
- Provide the estimated expenditures for all described services on the CFS-101.
- Present information on the estimated number of individuals and families to be served; the population to be served; and the geographic areas where the services will be available for each described service. This information may be recorded on the CFS-101 Part II or in the narrative portion of the plan.

6. Program Support (For tribes applying to receive funding under title IV-B, subparts 1 and/or 2)

- Provide an update or information on changes to the tribe's child welfare services staff development and training plans in support of the goals and objectives of the CFSP which addresses the title IV-B programs covered by the plan.
- Provide an update on any planned activities for developing, implementing or improving the tribe's child and family services program's research and evaluation activities, management information system or quality assurances system.
- Provide an update to the technical assistance or capacity building needs that the tribe anticipates requesting from CB's Child Welfare Capacity Building Collaborative in support of the tribes' CFSP goals and objectives. Information about the Collaborative can be found at this link: <https://capacity.childwelfare.gov/>.

7. Consultation Between States and Tribes:

Federal law and regulations require consultation between states and tribes on several key child welfare issues, including describing state compliance with the Indian Child Welfare Act (ICWA); the arrangements for providing services in relation to permanency planning for tribal children, whether under the jurisdiction of the state or tribe; and the provision of independent living services under the Chafee Program. In the APSR, tribes are to address the following:

- Section 422(b)(9) of the Act requires states to consult with tribes in describing the specific measures taken to comply ICWA. Describe how the state(s) in which the tribe is located or any other states have consulted with the tribe regarding state compliance with ICWA since the submission of the CFSP. Describe any concerns with respect to the state(s)' consultation process.
- Provide an update to the arrangements, jointly developed with the state(s) in which the tribe is located, about who is responsible for providing the child welfare services and protections identified in section 422(b)(8) of the Act to tribal children, whether under state or tribal jurisdiction. These services and protections include operation of a case review system for children in foster care; a preplacement preventive services program; and a service program for children in foster care to facilitate reunification with their families, when safe and appropriate, or to place a child in an adoptive home, legal guardianship or other planned, permanent living arrangement. In addressing this requirement, note if there have been any changes since submission of the CFSP on whether the tribe operates its own foster care program, whether the tribe has a court overseeing child welfare cases, and whether the tribe has entered into any state-tribe agreements relating to child welfare services and the nature of those agreements. (45 CFR 1357.40(c)).

- Provide an update on how the tribe has been consulted about the programs to be carried out by the state under the Chafee Program and explain the results of the consultation specifically as it relates to determining eligibility for benefits and services and ensuring fair and equitable treatment for Indian youth under the Chafee Program (Section 477(b)(3)(G) of the Act).

8. Targeted Plans required by Title IV-B, subpart 1:

All tribes applying for title IV-B, subpart 1 submitted the following plans as part of the CFSP:

- Foster and Adoptive Parent Diligent Recruitment Plan;
- Health Care Oversight Plan, and
- Disaster Response Plan.

In the 2021 APSR, tribes must provide updates to the plans as described below.

Foster and Adoptive Parent Diligent Recruitment Plan

Section 422(b)(7) of the Act requires diligent recruitment of foster and adoptive families that reflect the ethnic and racial diversity of children in the tribe for whom foster and adoptive homes are needed. For the CFSP for FYs 2020-2024, the Foster and Adoptive Parent Diligent Recruitment Plan reflected the activities to be conducted over the next five years to ensure that there are foster and adoptive homes that meet the needs of the infants, children, youth, and young adults (including those over the age of 18 who are in foster care) served by the child welfare agency.

For tribes that operate a foster care program directly or under the supervision of the state:

- For the 2021 APSR, discuss updates to the tribe's plan for the diligent recruitment of potential foster and adoptive families that reflect the ethnic and racial diversity of children in the tribe for whom foster and adoptive homes are needed (section 422(b)(7) of the Act). Examples of components to include in the diligent recruitment plan are: a description of the characteristics of children for whom foster and adoptive homes are needed; specific strategies to reach all parts of the community; strategies for assuring that all prospective parents have access to the home study process; and strategies for training staff and community partners.

For tribes that do not directly operate a foster care program and whose children are served by the state agency:

- For the 2021 APSR, provide updates to activities the tribe is undertaking in coordination with the state agency to support diligent recruitment of foster and adoptive families.

Health Care Oversight Plan

Tribes were required to submit the Health Care Oversight and Coordination Plan in the CFSP. In the APSR, all tribes receiving funding under title IV-B, subpart 1, are required to address how the Health Care Oversight and Coordination Plan requirements are being met for tribal children in foster care.

For tribes that do not directly operate a foster care program and whose children are served by the state agency:

- Note in the APSR that the state agency is responsible for developing the Health Care Oversight Plan and for providing health care information as part of the transition plan development process.
- Describe how the tribe has been involved in contributing to the state processes since the submission of the CFSP. (See sections 422(b)(15)(A) and 475(5)(H) of the Act.)

For tribes that operate foster care programs:

- Describe the progress and accomplishments in implementing the tribe's Health Care Oversight Plan, including the impact protocols for the appropriate use and monitoring of psychotropic medications have had on the prescription and use of these medications among children and youth in foster care.
- Describe any changes to the plan that the tribe, in conjunction with health care professionals, has determined are necessary. Provide information on the change, if any, or update to the Health Care Oversight Plan. If no changes have been made, note that.

Disaster Plan

Section 422(b)(16) of the Act requires that tribes have in place procedures explaining how the tribal programs assisted under title IV-B, subparts 1 and 2, and title IV-E, would respond to a disaster, in accordance with criteria established by the Secretary. These procedures, enumerated in section 422(b)(16)(A)-(E) of the Act, should describe how the tribe would:

- Identify, locate, and continue availability of services for children under tribal care or supervision who are displaced or adversely affected by a disaster;
- Respond, as appropriate, to new child welfare cases in areas adversely affected by a disaster, and provide services in those cases;
- Remain in communication with caseworkers and other essential child welfare personnel who are displaced because of a disaster;
- Preserve essential program records; and
- Coordinate services and share information with other states and/or tribes.

A Disaster Plan was submitted as part of the CFSP for FYs 2020-2024. For the 2021 APSR, tribes are required to review their previously submitted disaster plan to determine if changes are needed. If the tribe determines changes are necessary, describe in the APSR the changes the tribe is making or include an updated disaster plan. If the tribe determines that no changes are necessary, note this fact in the APSR. If the tribe has been affected by a disaster in the past year, describe how the plan was used and assess its effectiveness.

9. Certification of Population Count under Age 21:

Title IV-B funds are allotted to tribes based on the number of children under the age of 21 as reflected in Census Bureau data, unless a tribe has certified an alternative number that has been approved by the CB Regional Office.

Tribes have the opportunity to update their certification of an alternate number to reflect the revised number of children under age 21 in their population by submitting a certification reflecting the revised number of children who have not yet reached their 21st birthday and providing a justification for the revision to their RO. This certification must be signed by the Tribal enrollment officer and the Tribal president/chairperson and is due with the June 30th plan submittal. Because grant amounts for both states and tribes will be affected by the revisions, the RO may ask for additional verification/documentation if the numbers vary significantly from the Census or previously submitted data. (See Attachment E for the Certification of Population Count under Age 21 to be completed.)

Special Note for Tribes that are part of a Tribal Consortium or Native Association:

Sometimes a tribe that has previously received title IV-B funding as part of a tribal consortium or Native Association decides to apply for funding on its own, rather than as part of the consortium or association. In these instances, it is important for the tribe applying separately to work with the consortium or association to ensure that tribal population information is updated appropriately.

When applying for title IV-B funding for FY 2021, a tribe whose funding was previously included in the grant made to a tribal consortium or Native Association must submit with its APSR a written statement signed by both the tribe and tribal consortium/Native Association stating that the tribe will no longer be considered a member of the consortium or Association for purposes of title IV-B funding. In these instances, it may be necessary for both the tribe and consortium/Association to submit an updated "Certification of Tribal Population Under Age 21" (Attachment E) to ensure that ACF has accurate information on the population data to be used in calculating grant awards. Tribes, tribal consortia and Native Associations in this situation must work closely with their RO to address this issue.

10. APSR Availability:

State agencies and tribes must exchange copies of their CFSP and their subsequent APSRs (45 CFR 1357.15(v)). Describe how the tribe will meet this requirement for the APSR for FY 2021.

Section D: Additional APSR Requirements for Tribes Applying for Chafee and/or ETV Funding

Tribes who have a tribe-state agreement for receipt of title IV-E funding and tribes approved to directly operate the title IV-E program are eligible to apply to receive directly a portion of the Chafee and/or ETV funds allotted to the state(s) in which the tribe is located. Tribes receiving direct funding under Chafee and/or ETV will also be required to provide a 20 percent match.

Tribes that are not eligible or that do not wish to apply for a direct allocation are reminded that states are required to ensure fair and equitable treatment of Indian youth in foster care. States are also required to negotiate in good faith with any tribe that requests to develop an agreement to administer or supervise the Chafee or an ETV program with respect to eligible Indian children and to receive from the state an appropriate portion of the state's allotment for such administration or supervision. (See section 477(b)(3)(G) of the Act.)

If a tribe is applying for Chafee and/or ETV for the first time, provide an answer for each item below.¹⁵ If the tribe has been previously approved for either Chafee and/or ETV, provide an update describing any changes or progress for each item.

Chafee Requirements to Address in 2021 APSR

- Agency Administering Chafee (section 477(b)(2) of the Act). If needed, update information tribal agency or agencies that will administer, supervise, or oversee the Chafee program.
- Description of Program Design and Delivery.
 - Provide an update on how the tribe delivered services since the submission of the CFSP and describe how over the next year the tribe will achieve the purposes of the Chafee program (section 477(b)(2)(A) of the Act).
 - Provide an update on how the tribe has involved youth/young adults.
 - Provide an update on how youth, caseworkers and caregivers are made aware of the program.
- Serving Youth of Various Ages and Stages of Achieving Independence.
 - Provide an update on how youth of various ages and at various stages of achieving independence are to be served (section 477(b)(2)(C) of the Act.)
 - For tribes that extended or plan to extend title IV-E foster care assistance to youth ages 18 – 21, address how implementation of this program option has changed or will change the way in which Chafee services are targeted to support the successful transition to adulthood. For tribes that have elected or plan to extend Chafee services to age 23, provide an update of the services offered or to be offered to youth ages 21 – 22 (up through 23rd birthday) and how the expansion of the program will be implemented, including how youth, service providers, and community partners were or will be informed of the change.

¹⁵ In addition, tribes newly applying for the Chafee and/or ETV program must submit a signed Chafee assurance. Please see [ACYF-CB-19-04 Attachment C](https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf#page=76) at <https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf#page=76>.

- Collaboration with State Child Welfare Agency and Other Public and Private Agencies. Provide an update to the tribe’s consultation process regarding the Chafee and ETV programs with each state for which a portion of the Chafee and/or ETV allotment would be redirected by ACF from the state to the tribe.
 - Provide an update on the results of that consultation, particularly with respect to:
 - Determining the eligibility for benefits and services of Indian children to be served under the Chafee and/or ETV programs that the tribe has opted to operate directly; and
 - The process for consulting with the state in order to ensure the continuity of benefits and services for such children who will transition from receiving benefits and services under the state’s Chafee and ETV programs to receiving such benefits and services under programs carried out directly by the tribe. (See section 477(j)(2)(B) and (C).)
 - Discuss how the tribe involves any other state or tribal public agencies and/or the private sector in helping youth in foster care achieve independence (section 477(b)(2)(D) of the Act).

Education and Training Voucher Requirements

- Provide an update on the methods the tribe uses to operate the ETV program efficiently.
- Provide an update on the methods the tribe will use to: (1) ensure that the total amount of educational assistance to a youth under this and any other federal assistance program does not exceed the total cost of attendance (as defined in section 472 of the Higher Education Act of 1965); and (2) to avoid duplication of benefits under this and any other federal or federally assisted benefit program. (See sections 477(b)(3)(J) and (i)(5) of the Act, and Attachment D of this PI.)
- Provide an update on the process to coordinate with other appropriate education and training programs, such as any tuition waiver program, and/or state or tribal scholarship programs (section 477(i)(6) of the Act).

Tribal Data on Number of Children in Foster Care (for both Chafee and/or ETV)

In order to calculate the tribe’s allocation under the Chafee and/or ETV programs, the tribe must submit data annually on the number of children in foster care under the responsibility of the tribe (either directly or under supervision of the state) in the most recent complete fiscal year for which information is available. This data is required for all tribes applying or reapplying for these programs.

Section E: Additional APSR Requirements for Tribal Title IV-E Agencies

Requirements for Title IV-E Training Plans (applicable only to tribes directly operating or planning to operate title IV-E program).

Tribes that have already submitted a title IV-E plan to operate directly a foster care, adoption assistance and, at the Tribe’s option, the guardianship assistance program and/or the prevention services program pursuant to section 479B of the Act, were required to submit a title IV-E

training plan with the CFSP for FYs 2020-2024 as required by 45 CFR 1356.60(b)(2). Please see [ACYF-CB-PI-19-04](#)¹⁶. If a tribe is approved to implement IV-E and has not previously submitted a training plan, submit one with the 2021 APSR.

The training plan for tribes with an approved title IV-E plan must include a staff development and training plan in support of the goals and objectives of the CFSP which addresses the title IV-B programs, as well as training in support of the title IV-E program. Training must be an ongoing activity and must include content from various disciplines and knowledge bases relevant to child and family services policies, programs, and practices. Training content must also support the cross-system coordination and consultation basic to the development of the CFSP. Plans may include efforts to train judges, attorneys and court personnel.

Updates to Training Plan

- As needed, update the Training Plan. Any training activities to be paid for with title IV-E funds that were not included in the Training Plan must be included in an Updated Training Plan. The Training Plan can be updated by submitting a separate document that will serve as an appendix to the 2020-2024 Training Plan.
 - For any new training not previously described, the tribe must address the following in its updated training plan:
 - A brief, one-paragraph syllabus of the training activity;
 - Indication of the specifically allowable title IV-E administrative functions the training activity addresses;
 - Description of the setting/venue for the training activity;
 - Indication of the duration category of the training activity (i.e., short-term, long-term, part-time, full-time);
 - Description of the proposed provider of the training activity;
 - Specification of the approximate number of days/hours of the training activity;
 - Description of the audience to receive the training;
 - Description of estimated total cost; and
 - Cost allocation methodology applied to training costs.

To assist tribes in developing the title IV-E training plan, CB has prepared a training plan template. (Please see [ACYF-CB-PI-19-04, Attachment I](#)¹⁷.) Use of the template is optional.

- ***Report on Use of Kinship Navigator Funding (title IV-B, subpart 2)***

To assist title IV-E agencies in preparing to participate in the new title IV-E Kinship Navigator program, the Congress, in each of FYs 2018-2020, has set aside funding appropriated under title IV-B, subpart 2 to make grants to title IV-E agencies to develop, enhance or evaluate kinship navigator programs. A separate PI will be issued providing

¹⁶ ACYF-CB-PI-19-04: <https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf>.

¹⁷ ACYF-CB-PI-19-04, Attachment I: <https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf#page=107>.

instructions on how to apply for FY 2020 kinship navigator funding.

In the 2021 APSR, provide an update on how the tribe has used FY 2018 and FY 2019 funds to support or evaluate kinship navigator programs. (Tribes that did not apply for the FY 2018 and/or FY 2019 funding do not need to address this item.)

- ***Adoption Savings*** (*section 473(a)(8) of the Act*)

Adoption savings are financial savings that title IV-E agencies achieve with respect to their own funds due to the expansion of eligibility under the federal title IV-E Adoption Assistance program. CB asked title IV-E agencies to incorporate information about Adoption Savings into the 2020-2024 CFSP. (Please see [ACYF-CB-PI-19-04](#)¹⁸ for more information on the history and expectations for adoption savings.)

In the 2021 APSR:

- Provide an update to the services the tribe provided to children and families using the Adoption Savings since the submission of the 2020-2024 CFSP. If a tribe does not have any Adoption Savings, state that fact.
- Provide an estimated timetable for spending unused savings calculated for previous years. If a tribe does not have any Adoption Savings, state that fact.
- Discuss any challenges in accessing and spending the funds. If a tribe does not have any Adoption Savings, state that fact.
- Beginning with the selection of a methodology for FY 2018, CB determined that title IV-E agencies will need to submit an updated annual Adoption Savings calculation method notification only if they had not submitted such a notification previously or are making changes to the methodologies or procedures identified in their most recent submission. If the tribe has not previously submitted a form specifying its Adoption Saving methodology or wishes to make changes in its Adoption Savings methodology, complete and submit the Adoption Savings Methodology form at [ACYF-CB-PI-19-04 Attachment E](#)¹⁹ and return it with the 2021 APSR. (Please see [ACYF-CB-PI-19-04](#) for more information on the history and expectations for adoption savings.)

Section F. Financial Information

1. Payment Limitations -

A. Title IV-B, subpart 1:

Tribes may spend no more than 10 percent of title IV-B, subpart 1 federal funds for administrative costs, as required by section 422(b)(14) of the Act. Section 422(c)(1) of the Act defines administrative expenditures as costs for the following activities to the extent they are incurred in administering the title IV-B plan:

¹⁸ ACYF-CB-PI-19-04: <https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf>.

¹⁹ ACYF-CB-PI-19-04 Attachment E: <https://www.acf.hhs.gov/sites/default/files/cb/pi1904.pdf#page=79>

- Procurement
- Payroll management
- Personnel functions (other than the portion of the salaries of supervisors attributable to time spent directly supervising the provision of services by caseworkers)
- Management
- Maintenance and operation of space and property
- Data processing and computer services
- Accounting
- Budgeting
- Auditing
- Travel expenses (except those related to the provision of services by caseworkers or the oversight of programs funded under title IV-B, subpart 1).

Because of the limitation on administrative expenditures, tribes may have to limit the application of their indirect cost rate. If the application of the indirect cost rate results in the administrative cost limit being exceeded, the tribe must reduce direct and/or indirect costs assigned to the program to ensure that total administrative costs are limited to no more than 10 percent of the federal share of program expenditures.

B. Chafee Program:

Tribes are required to certify that no more than 30 percent of their allotment of federal Chafee funds will be expended for room and board for youth who left foster care after the age of 18 years of age and have not yet attained age 21. For tribes that operate an extended foster care program and that choose to exercise the Chafee option to serve youth up to age 23, the limitation applies to providing room and board to youth who left foster care after attaining ages 18 and have not yet attained age 23.

2. Current Year Funding - FY 2020 Reallotments, Requests for Additional Funding and Submitting a Revised CFS-101 Budget Request (See Attachment B)

A. Reallotments:

The reallotment process serves two purposes for grantees: 1) to identify allotted funds which will not be needed or used during the grant award period; and 2) to request additional grant funding. Generally, in order to receive additional requested funds, funds must be released by other grantees. Any funds released by other grantees will be re-distributed by ACF in accordance with prescribed formulas (sections 423(e), 433(d), and 477(d)(4) of the Act).

The CFS-101 Part I is used both to request adjustments to current year funding through reallotment requests and to request funding for the next fiscal year. The form has been reformatted to provide a section for adjustments to current year (i.e., FY 2020) grant requests in addition to the section for future year funding requests.

- For any reallocation request, make a copy of the CFS-101, Part I as a separate worksheet and complete only Items 1-5, 12 and/or 13, and 14. Mark the submission type as “Reallocation” and save and name the file “state/tribe name FY 2020 Reallocation.”
- Reallocation requests may be submitted to the ROs as a stand-alone file outside of the CFSP/APSR submission. However, the request must be received no later than June 30, 2020 to be considered for the FY 2020 reallocation process.
- If the tribe intends to release FY 2020 funds for reallocation for the title IV-B, subpart 1 or 2 programs, Chafee or ETV, complete Item 12 of the CFS-101, Part I and indicate the amounts the tribe is releasing for the applicable programs (see form instructions for more detail). The submission type “Reallocation” must be checked on the Part I. ACF will reallocate the funds in accordance with the prescribed formulas prior to the end of the fiscal year.
- If the tribe has received an allotment for FY 2020 and wishes to receive more funding than previously requested on the countersigned CFS-101 for FY 2020 for any of the applicable programs (subject to the availability of funds through the reallocation), complete Item 13 of the CFS-101, Part I and indicate the amounts the tribe is requesting for the applicable programs (see form instructions for more detail). The submission type “Reallocation” must be checked. (See Attachment B.)

Note: FFPSA made changes to the process for reallocation of funds under the Chafee and ETV programs. Prior to FFPSA, a state or tribe had to release funds during the first year of the two-year expenditure period for ACF to reallocate funds. As amended by FFPSA, Chafee and ETV funds that remain unexpended at the end of the two-year expenditure period can also be reallocated to states and tribes (section 477(d) (5) of the Act). If ACF identifies funds available following the close-out of a grant year, these funds will be added to any funds released by states or tribes for the current grant year and reallocated to states or tribes requesting funds through the process described above.

B. Revisions – Submitting a Revised Part I:

- For any of the programs addressed, if the final allotment for the current year (FY 2020) exceeds the sum of the originally requested amount plus a request for reallocation, a “revised” CFS-101, Part I must be submitted to reflect the final higher amount of grant award. The revision is to be submitted on the Part I of the CFS-101 form that was issued in the FY 2020 APSR Program Instruction. Mark the submission type as “Revision” and save and name the file “tribe name FY 2020 Revision.”
- Revision for other than current year are made on a set of CFS-101s forms for the applicable fiscal year.

3. FY 2021 Budget Request-CFS 101, Parts I and II (See Attachment B)

To request funding for FY 2021, all parts of the CFS-101 (Parts I, II, and III) must be completed. The Part I accommodates both the request of funds for the upcoming fiscal year (FY 2021) and, as noted above, the adjustment of current year (FY 2020) funding. However, separate copies must be submitted for each purpose.

To request FY 2021 funds for title IV-B, subpart 1 (CWS), title IV-B, subpart 2 (PSSF), Chafee, and ETV funds, complete Part I of the CFS-101 workbook. Please use the FY 2019 allocation tables in Attachment A as the basis for FY 2021 budget requests. The CB recommends that tribes request the FY 2019 allotment amount plus up to 10% more in funding to eliminate the need to submit a revised CFS-101, Part I.

Complete Part II of the CFS-101 workbook to show how funds are planned to be spent in each program area by source. Please note that Column H (State, Local and Donated Funds) is a required field and must be completed. All Tribal funds that are used to support Child Welfare Services are considered “local” for purposes of the Part II and should be entered in this column. Amounts entered in this column are to reflect overall programmatic support of the child welfare program, and not only the required non-federal match. Also identify the estimated number of individuals and families to be served, and the geographic service area within which the services are to be provided. Demographic and geographic information is only required on the CFS- 101, Part II if the information is not provided in the APSR narrative.

If interested in applying directly to receive Chafee and/or ETV funds for the first time, please contact your CB Regional Office to obtain an estimate of the amount of funds that will be available to the tribe under these programs.

4. FY 2018 Title IV-B Expenditure Report-CFS-101, Part III (See Attachment B)

Complete Part III of the CFS-101 workbook to report the original planned spending and actual amount of FY 2018²⁰ funds expended in each program area of title IV-B funding by source. Identify the number of individuals and families served, and the geographic service area within which the services were provided.

The tribe must track and report annually its actual title IV-B expenditures, including administrative costs for the most recent preceding fiscal year funds for which a final Standard Form 425 (SF-425) Federal Financial Report has come due. The FY 2018 SF-425 was due on December 30, 2019. Therefore, tribes must now report FY 2018 information for the title IV-B programs on the form CFS-101, Part III. At tribal option, complete this

²⁰ Federal funds for these programs are awarded on a yearly basis, but may be spent over a two-year period. The FY 2018 grant had an expenditure period from October 1, 2017 to September 30, 2019. Therefore, tribes must have obligated any fiscal year 2018 funds during that two-year period of time and subsequently report expenditures on the CFS-101 form, Part III.

form to show actual FY 2018 expenditures for the Chafee and ETV programs, as well, if the tribe received funding under those programs in FY 2018.

5. Financial Status Reports (Standard Form 425 (SF-425))

All grantees must report expenditures under title IV-B, subparts 1 and 2, Chafee and ETV on the SF-425 Federal Financial Report. The tribe must submit a separate SF-425 for each program and each fiscal year. A negative grant award will recoup unobligated and/or unliquidated funds reported on the final SF-425 for the title IV-B programs, Chafee and ETV programs. For awards issued for FY 2016 or later, tribes are required to submit an electronic SF-425 for the programs listed above through the Payment Management System (PMS). Therefore, the tribe should not submit paper copies of the report. For more information on gaining access to and using the PMS system, please contact the PMS Help Desk at 1- 877-614-5533.

The tables on the following pages list the expenditure periods and SF-425 submission requirements for each program addressed in this PI.

Financial Expenditure and Reporting Requirements:

Note: All grant periods are for FY 2021 funding, unless otherwise indicated.

Program Name:	Title IV-B, subpart 1	Title IV-B, subpart 2 – Promoting Safe and Stable Families (PSSF)	Chafee	Education and Training Vouchers (ETV)	Title IV-B, subpart 2 – Kinship Navigator <i>(FY 2019 funding)</i>
Spending Period:	End of the fiscal year following grant award year (2 years spending)	End of the fiscal year following grant award year (2 years spending)	End of the fiscal year following grant award year (2 years spending)	End of the fiscal year following grant award year (2 years spending)	End of the fiscal year following grant award year (2 years spending)
Obligate Funds By: Liquidate Funds By:	September 30, 2022 December 30, 2022	September 30, 2022 December 30, 2022	September 30, 2022 December 30, 2022	September 30, 2022 December 30, 2022	September 30, 2020 December 30, 2020
SF-425 Periodicity:	Interim report at end of FY 2021 Comprehensive final report at end of FY 2022	Interim report at end of FY 2021 Comprehensive final report at end of FY 2022	Interim report at end of FY 2021 Comprehensive final report at end of FFY 2022	Interim report at end of FY 2021 Comprehensive final report at end of FFY 2022	Interim report was due by December 30, 2019. Comprehensive final report at end of FY 2020
SF-425 Due Date:	90 days after FY end (December 30)	90 days after FY end (December 30)	90 days after FY end (December 30)	90 days after FY end (December 30)	90 days after FY end (December 30)
Required Match:	25% - must be met with submission of the final financial report	25% - must be met with submission of the final financial report	20% - must be met with submission of final financial report	20% - must be met with submission of final financial report	No match required
Reported:	On interim and final reports	On interim and final reports	On interim and final reports	On interim and final reports	N/A

Program Name:	Title IV-B, subpart 1	Title IV-B, subpart 2 – Promoting Safe and Stable Families (PSSF)	Chafee	Education and Training Vouchers (ETV)	Title IV-B, subpart 2 – Kinship Navigator <i>(FY 2019 funding)</i>
Additional Information:		The tribe may expend discretionary and mandatory funds under PSSF for the same purposes. The tribe does not have to report expenditures for each fund type separately. Grantees should report cumulative amounts. ACF will recoup any amounts reported as unobligated from the discretionary funds on the final financial report.	At the end of the two-year grant cycle, any unexpended funds will be redistributed to states or tribes requesting reallocations, per FFPSA.	At the end of the two-year grant cycle, any unexpended funds will be redistributed to states or tribes requesting reallocations, per FFPSA.	The SF-425 report for Kinship Navigator is a separate report from the SF-425 reports for PSSF.

Section G. Submittals

ACF requests that grantees submit plans and applications electronically to the RO in the format of a Word document or as a PDF created in Word and saved as a PDF (no scanned documents). Clearly indicate the name of the tribe and content of each document submitted.

By June 30, 2020:

- Submit the APSR for FY 2021.
- Submit the CFS-101s provided as an attachment (Attachment B) to this PI. The correct forms are labeled '2021 APSR' in the lower right corner of the form.

Submit as a **PDF file or Excel files:**

- CFS-101, Part I for FY 2021 (**signed by appropriate official, titled and dated**);
- CFS-101, Part II for FY 2021 with planned expenditures for the use of FY 2021 funds and information on population, geographic area and numbers of families to be served; and
- CFS-101, Part III (**signed by appropriate official, titled and dated**) with estimated and actual expenditures of FY 2018 grants for the title IV-B, and, if applicable, the Chafee and ETV programs.

Save the file: "Tribe/Tribal Organization name FY 21 CFS-101s", so that the name of the tribe or tribal organization submitting the file is clearly identified.

NOTE: If a tribe wishes to modify its previously approved funding request for the FY 2020 grants, either by releasing funds for reallocation or by requesting additional funds, then a request for reallocation must be submitted on a separate FY 2021 CFS-101 Part I, saved and submitted as a separate PDF file. Refer to Section F of this PI for instruction.

The RO will review the application and contact the tribe with any questions or to request revisions, if needed. Once the RO has completed its review, it will forward a copy of the approved plans and CFS-101(s) to CB's Central Office for final approval. This file can be submitted to the RO separate from and earlier than the APSR.

- If a tribe wishes to submit an updated population count, submit the Certification of Tribal Population Count under Age 21, (see Section C9) as a separate PDF document (**signed by appropriate official, titled and dated**);
- Submit the information regarding the number of youth receiving ETV vouchers, if applicable, as a separate document.

- Submit any other documents in a format that the tribe wishes to use. Any other document not listed above can be combined into a single pdf document if the tribe wishes.

It is important that the APSR submissions address all requirements outlined in this PI. Missing or incomplete information will result in the withholding of funds for the program(s) affected until such time as the information is complete and approval can be granted by CB. Requests for assistance or questions encountered in preparing any of the documents should be directed to the appropriate CB RO.

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 OMB Control Number. The Control Number for this OMB approved information collection is 0970-0426, approved through January 31, 2021.

Inquiries To: CB Regional Program Managers

/s/

Elizabeth Darling
Commissioner
Administration on Children, Youth and
Families

Attachments

Attachment A:

Fiscal Year 2019 Allotment Title IV-B Subpart 1 Stephanie Tubbs Jones Child Welfare Services

Fiscal Year 2019 Allotment Title IV-B Subpart 2 Promoting Safe and Stable Families

Fiscal Year 2019 Allotment for Chafee Foster Care Program for Successful Transition to Adulthood

Fiscal Year 2019 Allotment for Education and Training Vouchers

Attachment B:

CFS-101 Instructions, Part I, II, and III

Introduction

Part I: Annual Budget Request for Title IV-B, Subpart 1 & 2 Funds, Chafee, and ETV Instructions

Part II: Annual Estimated Expenditure Summary of Child and Family Services Instructions

Part III: Expenditures for Title IV-B, Subparts 1 and 2, Chafee Foster Care Independence (Chafee) and Education and Training Voucher (ETV) Programs Instructions

CFS-101 Forms, Parts I, II and III Excel Workbook

CFS-101 Forms Part I

CFS-101 Forms Part II

CFS-101 Forms Part III

Attachment C:

CB Regional Program Managers

Attachment D:

Annual Reporting of Education and Training Vouchers Awarded

Attachment E:

Certification of Tribal Population Under Age 21

**Fiscal Year 2019 Allotments to Tribes\Tribal Organizations
Title IV-B, Subpart 1
Stephanie Tubbs Jones Child Welfare Services**

State	Indian Tribal Organization	2019 Allotment
AK	Aleut Community of St. Paul Island Tribal Gov.	\$ 2,207
	Aleutian/Pribilof Islands Association	\$ 6,206
	Artic Slope	\$ 16,963
	Asa'carsarmiut Tribal Council	\$ 4,457
	Association of Village Council Presidents	\$ 65,398
	Bristol Bay Native Association	\$ 16,335
	Central Council of Tlingit-Haida	\$ 49,700
	Chugachmiut	\$ 5,179
	Cook Inlet Tribal Council	\$ 154,993
	Copper River	\$ 2,224
	Hoonah Indian Association	\$ 1,384
	Kawerak	\$ 26,786
	Kenaitze Indian Tribe	\$ 12,531
	Ketchikan Indian Community	\$ 12,514
	Kodiak Area Native Association	\$ 18,780
	Maniilaq Association	\$ 25,351
	Metlakatla Indian Community	\$ 6,860
	Native Village of Kotzebue	\$ 8,490
	Nome Eskimo Community	\$ 8,397
	Sitka Tribe	\$ 8,320
	Sun'aq Tribe of Kodiak (Shoonaq)	\$ 2,938
	Tanana Chiefs	\$ 43,520
AZ	Colorado River Indian Tribes - Total \$13,986	
	<i>Colorado River Indian Tribes (AZ portion) *</i>	\$ 13,216
	<i>Colorado River Indian Tribes (CA portion) *</i>	\$ 770
	Gila River	\$ 84,877
	Hopi	\$ 41,683
	Navajo - Total \$882,479	
	<i>Navajo (AZ portion) *</i>	\$ 521,780
	<i>Navajo (NM portion) *</i>	\$ 334,390
	<i>Navajo (UT portion) *</i>	\$ 26,309
	Pascua Yaqui Tribe of Arizona	\$ 70,815
	Salt River Pima Maricopa Indian Community	\$ 47,477
	San Carlos Apache Tribe	\$ 58,948
	Tohono O'odham	\$ 132,526
	Yavapai-Apache Nation	\$ 10,742
CA	Karuk Tribe	\$ 5,315
	Tolowa Dee-ni' Nation (Smith River Rancheria) - Total \$6,313	
	<i>Tolowa Dee-ni' Nation (CA portion)*</i>	\$ 3,677

**Fiscal Year 2019 Allotments to Tribes\Tribal Organizations
Title IV-B, Subpart 1
Stephanie Tubbs Jones Child Welfare Services**

State	Indian Tribal Organization	2019 Allotment
	<i>Tolowa Dee-ni' Nation (OR portion) *</i>	\$ 2,636
	Tule River Tribal Council	\$ 6,347
	Yurok Tribe	\$ 8,608
CO	Southern Ute Tribe	\$ 3,453
CT	Mashantucket (Western) Pequot Tribal Nation	\$ 2,448
ID	Coeur D'Alene Tribe	\$ 13,208
	Nez Perce Tribe	\$ 19,305
	The Shoshone-Bannock Tribes	\$ 27,079
KS	Kickapoo Tribe	\$ 2,712
	Native American Family Services - Total \$8,009	
	<i>Native American Family Services (KS portion) *</i>	\$ 4,026
	<i>Native American Family Services (MO portion) *</i>	\$ 2,378
	<i>Native American Family Services (NE portion) *</i>	\$ 1,605
	Prairie Band of Potawatomi	\$ 6,832
	Sac & Fox Tribe of Missouri in Kansas	\$ 2,041
LA	Chitimacha Tribe of Louisiana	\$ 6,554
	Jena Band of Choctaw	\$ 1,589
	Tunica-Biloxi	\$ 5,630
ME	Houlton Band of Maliseets	\$ 7,968
	Passamaquoddy Pleasant Point	\$ 5,976
	Penobscot	\$ 4,959
MA	Mashpee Wampanoag Tribe	\$ 5,277
	Wampanoag of Gay Head	\$ 1,996
MI	Bay Mills	\$ 7,633
	Grand Traverse of Ottawa & Chippewa Indians	\$ 10,545
	Keweenaw Bay Indian Community	\$ 3,650
	Lac Vieux Desert Band of Lake Superior	\$ 3,124
	Little River Band of Ottawa Indians of Michigan	\$ 2,133
	Little Traverse Bay Bands Of Odawa Indians	\$ 6,935
	Pokagon Band of Potawatomi - Total \$19,220	
	<i>Pokagon Band of Potawatomi (MI portion) *</i>	\$ 16,125
	<i>Pokagon Band of Potawatomi (IN portion) *</i>	\$ 3,095
	Sault St. Marie Tribe of Chippewa Indians	\$ 129,014
MN	Fond Du Lac Reservation Business Committee	\$ 7,533
	Leech Lake Band of Ojibwe	\$ 18,306
	Mille Lacs Band of Ojibwe Indians	\$ 14,894
	Red Lake Chippewa	\$ 25,812
MS	Mississippi Choctaw	\$ 49,131
MT	Blackfeet	\$ 52,746

**Fiscal Year 2019 Allotments to Tribes\Tribal Organizations
Title IV-B, Subpart 1
Stephanie Tubbs Jones Child Welfare Services**

State	Indian Tribal Organization	2019 Allotment
	Chippewa Cree	\$ 32,576
	Confederated Salish & Kootenai	\$ 52,867
	Crow Tribe	\$ 66,094
	Ft. Belknap	\$ 20,608
	Northern Cheyenne	\$ 49,582
NE	Omaha Tribe	\$ 19,508
	Ponca Tribe	\$ 7,041
	Santee Sioux Nation	\$ 6,712
	Winnebago Tribe of Nebraska	\$ 19,599
NM	Jicarilla Apache Nation	\$ 17,085
	Mescalero Apache	\$ 22,549
	Pueblo De Cochiti	\$ 5,888
	Pueblo of Acoma	\$ 42,684
	Pueblo of Isleta	\$ 17,085
	Pueblo of Jemez	\$ 14,046
	Pueblo of Laguna	\$ 26,634
	Pueblo of Nambe	\$ 5,231
	Pueblo of Picuris	\$ 1,670
	Pueblo of Pojoaque	\$ 6,077
	Pueblo of San Felipe	\$ 17,129
	Pueblo of San Ildefonso	\$ 3,395
	Pueblo of San Juan (Ohkay Owingeh Pueblo)	\$ 9,004
	Pueblo of Santa Ana	\$ 3,183
	Pueblo of Santa Clara	\$ 9,972
	Pueblo of Santo Domingo	\$ 22,115
	Pueblo of Taos	\$ 8,370
	Pueblo of Tesuque	\$ 2,248
	Pueblo of Zia	\$ 3,762
	Pueblo of Zuni	\$ 50,107
	Ramah Navajo School Board, Inc	\$ 13,222
NY	Seneca Nation of Indians	\$ 19,144
	Shinnecock Indian Nation	\$ 4,617
NC	Eastern Band Cherokee	\$ 41,359
ND	Spirit Lake	\$ 28,641
	Standing Rock Sioux Tribe - Total \$30,226	
	<i>Standing Rock Sioux Tribe (ND portion) *</i>	\$ 15,376
	<i>Standing Rock Sioux Tribe (SD portion) *</i>	\$ 14,850
	Three Affiliated Tribes (Ft Berthold)	\$ 33,004
	Turtle Mountain Chippewa	\$ 54,780

**Fiscal Year 2019 Allotments to Tribes\Tribal Organizations
Title IV-B, Subpart 1
Stephanie Tubbs Jones Child Welfare Services**

State	Indian Tribal Organization	2019 Allotment
OK	Absentee Shawnee Tribe	\$ 22,541
	Alabama-Quassarte Tribal Town	\$ 8,505
	Apache Tribe of Oklahoma	\$ 12,101
	Cherokee Nation of Oklahoma	\$ 921,767
	Cheyenne and Arapaho Tribes	\$ 37,743
	Chickasaw Nation	\$ 232,648
	Choctaw Nation of Oklahoma	\$ 533,492
	Citizen-Potawatomi Nation	\$ 89,832
	Comanche Nation Indian Child Welfare	\$ 57,513
	Delaware Tribe of Indians	\$ 8,243
	Eastern Shawnee Tribe of Oklahoma	\$ 15,367
	Fort Sill Apache Tribe	\$ 7,047
	Iowa Tribe of Oklahoma	\$ 8,515
	Kaw Nation	\$ 11,382
	Kialegee Tribal Town	\$ 8,505
	Kickapoo Tribe of Oklahoma	\$ 12,733
	Kiowa	\$ 51,224
	Miami Tribe of Oklahoma	\$ 16,825
	Muscogee (Creek) Nation	\$ 247,423
	Osage Tribe	\$ 73,454
	Otoe-Missouria Tribe	\$ 10,157
	Ottawa Tribe of Oklahoma	\$ 8,573
	Pawnee Nation of Oklahoma	\$ 8,699
	Peoria Tribe of Oklahoma	\$ 9,001
	Ponca Tribe of Indians	\$ 14,687
	Quapaw Tribe of Oklahoma	\$ 19,343
	Sac and Fox Nation	\$ 27,712
	Seminole Nation of Oklahoma	\$ 66,174
	Seneca-Cayuga Tribe of Oklahoma	\$ 19,751
	Shawnee Tribe	\$ 8,573
	Thlopthlocco Tribal Town	\$ 8,505
	Tonkawa Tribe of Oklahoma	\$ 5,433
	United Keetoowah Band of Cherokee Indians	\$ 37,548
	Wichita and Affiliated Tribes - Total \$30,404	
	<i>Wichita and Affiliated Tribes *</i>	\$ 13,297
	<i>Caddo Tribe *</i>	\$ 17,107
	Wyandotte Nation	\$ 21,685
OR	Confederated Tribes of Coos, Lower Umpqua & Sinslaw	\$ 4,492
	Confederated Tribes of Grand Ronde	\$ 15,829

**Fiscal Year 2019 Allotments to Tribes\Tribal Organizations
Title IV-B, Subpart 1
Stephanie Tubbs Jones Child Welfare Services**

State	Indian Tribal Organization	2019 Allotment
	Confederated Tribes of Siletz Indians	\$ 17,593
	Confederated Tribes of the Umatilla	\$ 10,495
	Confederated Tribes of Warm Springs	\$ 19,165
RI	Narragansett Indian Tribe	\$ 7,099
SC	Catawba Indian Nation	\$ 11,013
SD	Cheyenne River Sioux Tribe	\$ 64,489
	Crow Creek Sioux Tribe	\$ 20,150
	Oglala Sioux (Pine Ridge)	\$ 154,759
	Rosebud Sioux	\$ 80,982
	Sisseton-Wahpeton Sioux	\$ 43,136
	Yankton Sioux	\$ 23,717
TX	Alabama-Coushatta Tribes of Texas	\$ 3,450
	Kickapoo Traditional Tribe of Texas	\$ 4,337
	Ysleta Del Sur Pueblo	\$ 16,845
UT	Paiute Indian Tribe of Utah	\$ 6,296
	Ute-Uintah and Ouray	\$ 4,504
WA	Confederated Tribes of Colville	\$ 22,047
	Lower Elwha Klallam Tribe	\$ 2,369
	Lummi Tribe	\$ 14,221
	Makah	\$ 7,572
	Nooksack Indian Tribe	\$ 5,364
	Port Gamble S'Klallam Tribe	\$ 3,350
	Quileute Indian Tribe	\$ 3,189
	Quinault Indian Nation	\$ 10,228
	The Tulalip Tribes	\$ 17,343
	Yakama Nation	\$ 39,373
WI	Bad River	\$ 19,819
	Ho-Chunk Nation	\$ 22,035
	Lac Courte Oreille Tribal Governing Board	\$ 12,991
	Lac Du Flambeau	\$ 10,157
	Menominee Indian Tribe Of Wisconsin	\$ 22,453
	Oneida Nation of Wisconsin	\$ 46,884
	Red Cliff Band of Lake Superior Chippewas	\$ 23,785
	St. Croix Band of Lake Superior Chippewa	\$ 16,538
	Stockbridge-Munsee	\$ 1,170

Tribal Total \$ 6,615,519

Legend: * *Italicized* lettering indicates a subset of the total amount.

Fiscal Year 2019 Allotments to Indian Tribes\Tribal Organizations
Title IV-B, Subpart 2
Promoting Safe and Stable Families (PSSF) Grant

State Code	Indian Tribal Organization	2019 Allotment	Tribal Population Under 21
AK	Aleutian/Pribilof Island Assoc.	\$ 11,548	731
	Artic Slope	\$ 31,563	1,998
	Association of Village Council Presidents	\$ 121,686	7,703
	Bristol Bay Native Association	\$ 30,394	1,924
	Central Council of Tlingit-Haida	\$ 92,477	5,854
	Cook Inlet Tribal Council	\$ 288,393	18,256
	Kawerak	\$ 49,840	3,155
	Kenaitze Indian Tribe	\$ 23,317	1,476
	Ketchikan Indian Community	\$ 23,285	1,474
	Kodiak Area Native Association	\$ 34,943	2,212
	Maniilaq Association	\$ 47,170	2,986
	Metlakatla Indian Community	\$ 12,764	808
	Native Village of Kotzebue	\$ 15,797	1,000
	Nome Eskimo Community	\$ 15,623	989
	Sitka Tribe	\$ 15,481	980
	Tanana Chiefs	\$ 80,976	5,126
AZ	Colorado River Indian Tribes	\$ 20,947	1,326
	Gila River	\$ 125,193	7,925
	Hopi	\$ 61,483	3,892
	Navajo Nation	\$ 1,282,715	81,199
	Pascua Yaqui Tribe of Arizona	\$ 104,451	6,612
	Salt River Pima Maricopa Indian Community	\$ 70,029	4,433
	San Carlos Apache Tribe	\$ 86,948	5,504
	Tohono O'odham	\$ 195,474	12,374
	Yavapai-Apache Nation	\$ 15,845	1,003
CA	Karuk Tribe	\$ 10,252	649
	Tolowa Dee-ni' Nation (Smith River Rancheria)	\$ 11,200	709
	Tule River Tribal Council	\$ 12,243	775
	Yurok Tribe	\$ 16,603	1,051
ID	Coeur D'Alene	\$ 18,546	1,174
	Nez Perce Tribe	\$ 27,108	1,716
	The Shoshone-Bannock (Fort Hall) Tribes	\$ 38,024	2,407
KS	Native American Family Services	\$ 13,270	840
	Prairie Band of Potawatomi	\$ 11,421	723
LA	Chitimacha	\$ 10,426	660
MA	Mashpee Wampanoag Tribe	\$ 12,575	796
ME	Houlton Band of Maliseet Indians	\$ 11,753	744
MI	Bay Mills	\$ 11,927	755
	Grand Traverse of Ottawa & Chippewa Indians	\$ 16,476	1,043
	Little Traverse Bay Bands of Odawa Indians	\$ 10,837	686

**Fiscal Year 2019 Allotments to Indian Tribes\Tribal Organizations
Title IV-B, Subpart 2
Promoting Safe and Stable Families (PSSF) Grant**

State Code	Indian Tribal Organization	2019 Allotment	Tribal Population Under 21
	Pokagon Band of Potawatomi	\$ 29,920	1,894
	Sault St. Marie Tribe of Chippewa Indians	\$ 201,588	12,761
MN	Fond Du Lac Reservation Business Committee	\$ 13,917	881
	Leech Lake Chippewa	\$ 33,822	2,141
	Mille Lacs Band of Ojibwe	\$ 27,519	1,742
	Red Lake Chippewa	\$ 47,692	3,019
MS	Mississippi Choctaw	\$ 67,549	4,276
MT	Blackfeet	\$ 76,095	4,817
	Chippewa Cree	\$ 46,997	2,975
	Confederated Salish & Kootenai	\$ 76,269	4,828
	Crow Tribe	\$ 95,352	6,036
	Ft. Belknap	\$ 29,730	1,882
	Northern Cheyenne	\$ 71,530	4,528
NE	Omaha	\$ 33,790	2,139
	Ponca Tribe	\$ 12,195	772
	Santee Sioux Tribe	\$ 11,627	736
	Winnebago Tribe of Nebraska	\$ 33,948	2,149
NM	Pueblo of Acoma	\$ 60,582	3,835
	Pueblo of Isleta	\$ 24,249	1,535
	Pueblo of Jemez	\$ 19,936	1,262
	Jicarilla Apache	\$ 24,249	1,535
	Pueblo of Laguna	\$ 37,803	2,393
	Mescalero Apache	\$ 32,005	2,026
	Ramah Navajo School Board, Inc.	\$ 18,767	1,188
	Pueblo of San Felipe	\$ 24,312	1,539
	Pueblo of San Juan (Ohkay Owingeh Pueblo)	\$ 12,780	809
	Pueblo of Santa Clara	\$ 14,154	896
	Pueblo of Santo Domingo	\$ 31,389	1,987
	Pueblo of Taos	\$ 11,879	752
	Pueblo of Zuni	\$ 71,119	4,502
NY	Seneca Nation of Indians	\$ 42,178	2,670
	Shinnecock Indian Nation	\$ 10,173	644
NC	Eastern Band Cherokee	\$ 62,762	3,973
ND	Spirit Lake	\$ 54,642	3,459
	Standing Rock Sioux Tribe	\$ 52,747	3,339
	Three Affiliated Tribes (Ft Berthold)	\$ 62,968	3,986
	Turtle Mountain Chippewa	\$ 104,514	6,616
OK	Absentee Shawnee Tribe	\$ 36,634	2,319
	Alabama-Quassarte	\$ 13,823	875
	Apache Tribe of Oklahoma	\$ 19,667	1,245

**Fiscal Year 2019 Allotments to Indian Tribes\Tribal Organizations
Title IV-B, Subpart 2
Promoting Safe and Stable Families (PSSF) Grant**

State Code	Indian Tribal Organization	2019 Allotment	Tribal Population Under 21
	Cherokee Nation of Oklahoma	\$ 1,498,079	94,832
	Cheyenne and Arapaho Tribes	\$ 61,340	3,883
	Chickasaw Nation	\$ 378,105	23,935
	Choctaw Nation of Oklahoma	\$ 867,044	54,886
	Citizen-Potawatomi Nation	\$ 145,997	9,242
	Comanche Nation Indian Child Welfare	\$ 93,472	5,917
	Delaware Tribes of Indians	\$ 13,396	848
	Eastern Shawnee Tribe of Oklahoma	\$ 24,975	1,581
	Fort Sill Apache Tribe	\$ 11,453	725
	Iowa Tribe	\$ 13,838	876
	Kaw Nation	\$ 18,499	1,171
	Kialegee Tribal Town	\$ 13,823	875
	Kickapoo Tribe of Oklahoma	\$ 20,694	1,310
	Kiowa	\$ 83,251	5,270
	Miami Tribe of Oklahoma	\$ 27,345	1,731
	Muscogee (Creek) Nation	\$ 402,117	25,455
	Osage Tribe	\$ 119,379	7,557
	Otoe-Missouria Tribe	\$ 16,508	1,045
	Ottawa Tribe of Oklahoma	\$ 13,933	882
	Pawnee Nation of Oklahoma	\$ 14,138	895
	Peoria Tribe of Oklahoma	\$ 14,628	926
	Ponca Tribe of Indians	\$ 23,870	1,511
	Quapaw Tribe of Oklahoma	\$ 31,436	1,990
	Sac and Fox Nation	\$ 45,038	2,851
	Seminole Nation of Oklahoma	\$ 107,547	6,808
	Seneca-Cayuga Tribe of Oklahoma	\$ 32,100	2,032
	Shawnee Tribe	\$ 13,933	882
	Thlopthlocco Tribal Town	\$ 13,823	875
	United Keetoowah Band of Cherokee Indians	\$ 61,025	3,863
	Wichita and Affiliated Tribes	\$ 49,414	3,128
	Wyandotte Nation	\$ 35,244	2,231
OR	Confederated Tribes of Grand Ronde	\$ 24,659	1,561
	Confederated Tribes of Siletz Indians	\$ 27,408	1,735
	Confederated Tribes of Umatilla	\$ 16,350	1,035
	Confederated Tribes of Warm Springs	\$ 29,857	1,890
RI	Narragansett Indian Tribe	\$ 11,943	756
SC	Catawba Indian Nation	\$ 15,845	1,003
SD	Cheyenne River Sioux Tribe	\$ 101,671	6,436
	Crow Creek Sioux Tribe	\$ 31,768	2,011
	Oglala Sioux (Pine Ridge)	\$ 243,987	15,445

**Fiscal Year 2019 Allotments to Indian Tribes\Tribal Organizations
Title IV-B, Subpart 2
Promoting Safe and Stable Families (PSSF) Grant**

State Code	Indian Tribal Organization	2019 Allotment	Tribal Population Under 21
	Rosebud Sioux	\$ 127,673	8,082
	Sisseton-Wahpeton Sioux	\$ 68,007	4,305
	Yankton Sioux	\$ 37,392	2,367
TX	Ysleta Del Sur Pueblo	\$ 29,083	1,841
WA	Confederated Tribes of Colville	\$ 41,167	2,606
	Lummi Tribe	\$ 26,555	1,681
	Makah	\$ 14,138	895
	Quinault Indian Nation	\$ 19,099	1,209
	The Tulalip Tribes	\$ 32,384	2,050
	Yakama Nation	\$ 73,520	4,654
WI	Bad River	\$ 32,921	2,084
	Ho-Chunk Nation	\$ 36,602	2,317
	Lac Courte Oreilles Tribal Governing Board	\$ 21,579	1,366
	Lac Du Flambeau	\$ 16,871	1,068
	Menominee Indian Tribe Of Wisconsin	\$ 37,297	2,361
	Oneida Nation of Wisconsin	\$ 77,880	4,930
	Red Cliff Band	\$ 39,509	2,501
	St. Croix Chippewa Indians	\$ 27,471	1,739
Total Tribal PSSF		\$ 10,304,975	

**Fiscal Year 2019 Allotments to States and Indian Tribes\Tribal Organizations
John H. Chafee Foster Care Program
for Successful Transition to Adulthood**

State	2019 Allotment
Alabama	\$ 1,627,874
Alaska	\$ 799,627
Arizona	\$ 4,250,169
Arkansas	\$ 1,380,700
California	\$ 14,984,388
Colorado	\$ 1,648,977
Connecticut	\$ 1,195,393
Delaware	\$ 500,000
District of Columbia	\$ 1,091,992
Florida	\$ 7,123,500
Georgia	\$ 3,800,395
Hawaii	\$ 500,000
Idaho	\$ 500,000
Illinois	\$ 4,605,225
Indiana	\$ 6,043,166
Iowa	\$ 1,720,672
Kansas	\$ 2,228,998
Kentucky	\$ 2,338,459
Louisiana	\$ 1,358,131
Maine	\$ 565,888
Maryland	\$ 1,238,095
Massachusetts	\$ 3,156,589
Michigan	\$ 4,171,796
Minnesota	\$ 2,790,020
Mississippi	\$ 1,572,657
Missouri	\$ 3,581,841
Montana	\$ 1,113,868
Nebraska	\$ 1,200,974
Nevada	\$ 1,274,314
New Hampshire	\$ 500,000
New Jersey	\$ 2,297,848
New Mexico	\$ 768,116
New York	\$ 11,585,958
North Carolina	\$ 3,095,012
North Dakota	\$ 500,000
Ohio	\$ 4,325,096
Oklahoma	\$ 2,692,019
Oregon	\$ 2,258,775

**Fiscal Year 2019 Allotments to States and Indian Tribes\Tribal Organizations
John H. Chafee Foster Care Program
for Successful Transition to Adulthood**

State	2019 Allotment
Pennsylvania	\$ 4,883,041
Puerto Rico	\$ 1,312,186
Rhode Island	\$ 533,663
South Carolina	\$ 1,168,218
South Dakota	\$ 500,000
Tennessee	\$ 2,474,043
Texas	\$ 9,294,287
Utah	\$ 853,975
Vermont	\$ 500,000
Virgin Islands	\$ 500,000
Virginia	\$ 1,386,193
Washington	\$ 3,267,532
West Virginia	\$ 1,917,543
Wisconsin	\$ 2,232,075
Wyoming	\$ 500,000
State Subtotal	\$ 137,709,288

State Code	Indian Tribal Organization	2019 Allotment
AZ	Pascua Yaqui Tribe of Arizona	\$ 21,727
AZ	Salt River Pima Maricopa Indian Community	\$ 73,436
CA	Tolowa Dee-ni' Nation (Smith River Rancheria)	\$ 10,496
KS	Prairie Band of Potawatomi	\$ 12,327
NE	Santee Sioux Nation	\$ 11,764
OR	Confederated Tribe of Warm Springs	\$ 45,862
WA	Port Gamble S'Klallam Tribe	\$ 15,100
Tribal Subtotal		\$ 85,053
TOTAL		\$ 137,794,341

**Fiscal Year 2019 Allotments to States and Indian Tribes\Tribal Organizations
John H. Chafee Foster Care Program
Education and Training Vouchers
(CETV Grants)**

State	2019 Allotment
Alabama	\$ 539,508
Alaska	\$ 265,012
Arizona	\$ 1,432,926
Arkansas	\$ 457,591
California	\$ 4,966,114
Colorado	\$ 546,503
Connecticut	\$ 396,176
Delaware	\$ 75,403
District of Columbia	\$ 71,954
Florida	\$ 2,360,866
Georgia	\$ 1,259,524
Hawaii	\$ 153,967
Idaho	\$ 152,626
Illinois	\$ 1,526,261
Indiana	\$ 2,002,822
Iowa	\$ 570,264
Kansas	\$ 738,733
Kentucky	\$ 775,011
Louisiana	\$ 427,315
Maine	\$ 151,764
Maryland	\$ 375,864
Massachusetts	\$ 1,046,155
Michigan	\$ 1,141,869
Minnesota	\$ 924,667
Mississippi	\$ 521,209
Missouri	\$ 1,187,092
Montana	\$ 369,158
Nebraska	\$ 398,026
Nevada	\$ 422,333
New Hampshire	\$ 142,374
New Jersey	\$ 569,689
New Mexico	\$ 254,568
New York	\$ 1,840,807
North Carolina	\$ 1,025,747
North Dakota	\$ 143,237
Ohio	\$ 1,433,421
Oklahoma	\$ 892,187
Oregon	\$ 748,601

**Fiscal Year 2019 Allotments to States and Indian Tribes\Tribal Organizations
John H. Chafee Foster Care Program
Education and Training Vouchers
(CETV Grants)**

State	2019 Allotment
Pennsylvania	\$ 1,618,335
Puerto Rico	\$ 434,884
Rhode Island	\$ 176,866
South Carolina	\$ 387,170
South Dakota	\$ 153,584
Tennessee	\$ 819,946
Texas	\$ 3,080,307
Utah	\$ 283,024
Vermont	\$ 121,679
Virgin Islands	\$ 18,012
Virginia	\$ 459,411
Washington	\$ 1,082,924
West Virginia	\$ 635,511
Wisconsin	\$ 739,753
Wyoming	\$ 103,954
State Subtotal	\$ 42,422,704

State Code	Indian Tribal Organization	2019 Allotment
AZ	Pascua Yaqui Tribe of Arizona	\$ 7,201
AZ	Tolowa Dee-ni' Nation (Smith River Rancheria)	\$ 3,479
KS	Prairie Band of Potawatomi	\$ 4,086
NE	Santee Sioux Nation	\$ 3,899
OR	Confederated Tribe of Warm Springs	\$ 15,200
WA	Port Gamble S'Klallam Tribe	\$ 5,004
Tribal Subtotal		\$ 38,869
TOTAL		\$ 42,461,573

CFS-101 Instructions

U.S. Department of Health and Human Services
Administration for Children and Families

Attachment B
OMB Approval #0970-0426
Approved through January 31, 2021

Instructions for Completing the CFS-101 Forms

Introduction

The CFS-101 is a set of financial forms required by State Agencies, Territories, Insular Areas (States), Indian Tribes, Indian Tribal Organizations, or Indian Tribal Consortia (Tribes) to apply for and receive funding under title IV-B, subparts 1 and 2 of the Social Security Act, the Child Abuse Prevention and Treatment Act (CAPTA) State Grant, and the John H. Chafee Foster Care Program for Successful Transition to Adulthood (Chafee) and Education and Training Voucher (ETV) Program.

The set of CFS-101 forms has three parts:

- Part I: Annual Budget Request for Title IV-B, Subpart 1 & 2 Funds, CAPTA State Grant, Chafee, and ETV;
- Part II: Annual Estimated Expenditure Summary of Child and Family Services Funds; and,
- Part III: Annual Expenditures for Title IV-B, Subparts 1 and 2, Chafee, and ETV.

Periodically, the Children's Bureau makes updates to the forms and instructions so it is important for grantees to use the version provided with the most recent Program Instruction for the Child and Family Services Plan (CFSP) or Annual Progress and Services Report (APSR).

When completing the CFS-101 reports, it is important to recognize that Part I and Part II are connected. On Part I, the funding requests are made for each program; Part II provides more detail on how those funds and other funds are planned to be spent for child protective and child welfare services. Finally, Part III compares grant expenditures for the most recently ended grant award year to the originally planned spending previously provided for that grant year.

Data Entry Notes:

- If formulas are entered or used to distribute funds for any grant, please show only the final values in the worksheets, not the formulas.
- Break all links/references to other fiscal worksheets or workbooks.
- Do not round to the \$ thousands or \$ millions on any of the forms.

When finished, save and name all the PDF file (and Excel workbook for states) as: "State/Tribe name FY 21 CFS-101s" so that the name of the state or tribe submitting the file is clearly identified.

Note: While the information on the programs are consolidated into one Child and Family Services Plan (CFSP), eligibility and expenditure reports for the individual programs are separate. Funding will not be delayed for one program due to potential eligibility issues in another program.

**CFS-101, Part I Instructions: Annual Budget Request for Funds under Title IV-B,
Subparts 1 & 2, CAPTA State Grant, Chafee, and ETV**

The numbering corresponds to the item numbers on the CFS-101 forms.

- 1. Name of State or Indian Tribal Organization and agency:** Enter the name of the State or Indian Tribal Organization (Tribe) and agency (Department or Division) in cell A4 of the Excel worksheet.
- 2. Address:** Enter the mailing address of the state or tribal agency in the cells below the “address” line. This should be the address to which the grant award notices may be sent.
 - a) Enter the **email address** to which grant award notices may be sent.
- 3. EIN:** Enter the Employer Identification Number (EIN).
- 4. DUNS:** Enter the Dun and Bradstreet Number (DUNS) assigned to your organization. Information on how to obtain a DUNS is available on the grants.gov website. A DUNS number is required to register with the U.S. Federal government for contracts or grants.
- 5. Submission Type:** Indicate the applicable submission type.
 - NEW submission for the upcoming fiscal year. A submission is “NEW” until signed by the Children’s Bureau Central Office Official;
 - Request for REALLOTMENT for current year; or
 - REVISION of the budget request.
 - This submission type is only used to revise a previously approved (countersigned) CFS-101 to address a funding allotment in excess of either the initial request or sum of initial request and request for additional funds.

Note: When submitting a revision, enter amounts for only the grants where the final allotment exceeds the initial request or sum of the initial request and request for additional funds (via reallocation) for the current year. There is no need to complete the form for all grants, unless they meet the requirement for a revised request.

Revisions should be submitted on the CFS-101 form for the particular year that the revised request is being made (i.e. A revision for FY 2019 is submitted on the Part I of the CFS-101 form that was issued in the [FY 2019 APSR Program Instruction](#)).

Requests for Funding Section:

Enter all funding requests as whole dollars, without formulas or links to other worksheets.

RECOMMENDATION: Historically the Children’s Bureau has recommended that the previous federal fiscal year’s (FY) allotment, as provided in the annual Program Instruction on the APSR

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or CFSP, be used as the estimated amount for the state's/tribe's request.¹ The Children's Bureau encourages states and tribes to request up to 10% more than the previous fiscal year's allotment. As the statistics used in the formulas to allot funds may fluctuate from year-to-year, requesting a higher amount initially may prevent the need to submit a revised CFS-101 Part I.

6. Total title IV-B, subpart 1 funds: Enter the amount of title IV-B, subpart 1 federal funds that the state or tribe requests for the Stephanie Tubbs Jones Child Welfare Services (CWS) Program. A 25% match is required, which must be reflected on the SF-425 report.

a) Enter the estimated amount of title IV-B, subpart 1 CWS funds to be spent on administration. This cannot exceed 10% of the total title IV-B, subpart 1 allotment request entered on line 6). A warning will display if the amount entered is greater than 10% of the requested amount. The amount reported in 6a is a subset of line 6.

7. Total title IV-B, subpart 2 (PSSF) funds: *For TRIBES only:* Enter the total amount of funds for title IV-B, subpart 2 that the tribe requests for the Promoting Safe and Stable Families Program. (States do not complete line 7.) If funds will be spent on administration, enter that amount in 7f.

Tribes are not required to provide the breakout for the use of funds on Part I, but may opt to complete lines 7a-f to identify planned expenditures by service category. Tribes should select the option of completing *either* line 7 (and 7f, if applicable), *or* lines 7a-f, which will then prompt the total to display on line 7g. Note that the 'total' lines, line 7 and 7g are not connected in any way.

7a-f. Breakout of title IV-B, subpart 2 (PSSF) funds: States must complete lines 7a-f. Line 7g sums the amounts in lines 7a-f to become the state's total request for PSSF. Enter the amount of PSSF funds that will be expended in each category. The percentage of funds for each service category will automatically calculate. If less than 20% of the total (line 7g) is expected to be spent in any of the four service areas (7a – d), a strong rationale must be provided in the CFSP/ APSR narrative. A 25% match is required, which must be reflected on the SF-425 report.

Enter the estimated amount of PSSF funds to be spent in the following categories:

a) Family Preservation Services;

¹ The tentative allotments for title IV-B, subpart 1 and 2, Chafee, and ETV are based on the premise that all states and Indian tribes will apply for and receive the funds available to them. In the event that not all states or Indian tribes apply for or receive their tentative allocations, those funds will be redistributed among eligible states and Indian tribes, where permitted by statute. Grantees requesting additional funds in anticipation of such a redistribution should submit information on the proposed use of such additional funds to the appropriate Children's Bureau Regional Office in the state's/tribe's CFSP or APSR.

When states or tribes that have not applied for funds available to them in past fiscal year(s) decide to do so, depending upon the total amount of funds appropriated by Congress for the next fiscal year, there may be a reduction in the final distribution of funds.

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- b) Family Support Services;
- c) Family Reunification Services;
- d) Adoption Promotion and Support Services;
- e) Other Service Related Activities (e.g. planning); and
- f) Administration. States are limited to a maximum of 10% of their PSSF request for administrative costs. A warning will display if the amount entered is greater than 10% of the requested amount. Tribes can disregard this warning, as there is no maximum allowable percentage of administrative funds.

8. Monthly Caseworker Visit title IV-B, subpart 2 funds (*applies to STATES only*):

Enter the amount of title IV-B, subpart 2 Monthly Caseworker Visit (MCV) funds the state requests.

- a) Enter the estimated amount of funds to be spent on administration. This cannot exceed 10% of the total MCV request entered on line 8a. A warning will display if the amount entered is greater than 10% of the requested amount. The amount reported in 8a is a subset of line 8.

9. Child Abuse Prevention and Treatment Act (CAPTA) (*applies to STATES only*):

Enter the amount of CAPTA State Grant funds requested.

10. Title IV-E John H. Chafee Foster Care Program for Successful Transition to Adulthood (Chafee) funds: Enter the amount of Chafee funds that the state or tribe requests.

- a) *At state or tribe option*, indicate the estimated amount of the funds to be spent for room and board for eligible youth. This cannot exceed 30% of total Chafee request entered on line 10a. A warning will display if the amount entered is greater than 30% of the requested amount. The amount reported in 10a is a subset of line 10.

11. Title IV-E Funds Allotted under Section 477 for the Education and Training

Vouchers (ETV) Program: Enter the amount of ETV funds that the state or tribe requests.

Items 12 and 13 are addressed under the “Reallotment Request Section”

14. Certification: This report must be signed, titled, and dated in the spaces provided. The signature and title of the official of the state agency, or Indian Tribal Organization, with authority to administer or supervise the administration of title IV-B, subparts 1 and 2 programs, Chafee and ETV programs, and, for states only, the CAPTA program, is required. By signing this form the state/tribal official assures that the state/tribe will meet all applicable match requirements.

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Reallotment Request Section:

*The section for reallotments pertains to the **current** fiscal year, **not the future year** for which funds are being requested. This section should be blank on a “new” request for future year funding.*

As funds are available, the Administration for Children and Families (ACF) is able to reallot unneeded portions of state and tribal allotments of title IV-B funds and Chafee funds to other states and eligible tribes so that the total appropriation remains available for program purposes. In order for a state or tribe to be awarded a portion of these funds, or for funds to be released, ACF must have a reallotment request for the current year on file.

The identification of funds that will not be utilized and requests for additional funds occurs mid-year of the current fiscal year and must be submitted as a stand-alone document, separate from the “new” request for funding, and may be submitted independently of the CFSR/APSR. These requests will be sent immediately from the Children’s Bureau (CB) Regional Offices (ROs) to the CB Central Office (CO) for the Office of Grants Management to process so that any available appropriated funds may be reallotted timely.

When submitting a request for reallotment, complete a separate CFS-101 Part I with a submission type of “reallotment” checked. Fill in items 1-5 and the applicable cells in items 12 and/or 13, then have it signed, titled and dated by the authorized agency official. Submit it as a separate file named: “State/tribal organization name FY 20 Reallotment” with the name of the state or tribe submitting the file clearly identified. This will ensure a timely review and submission of the request to the CB CO.

Note: A reallotment request may be submitted to the RO at any time prior to, or on, June 30th, independent of the CFSP/APSR submission. However, it must be submitted as a separate file from the future year set of CFS-101 forms.

12. Identification of Surplus Funds for Reallotment: In the appropriate cell, enter the amount of federal CWS, PSSF, MCV, Chafee, and/or ETV funds that the state or tribe will **not** utilize.

13. Request for additional funds from Reallotment: In the appropriate cell, enter the amount of additional federal CWS, PSSF, MCV, Chafee and ETV funds that the state or tribe is requesting, should additional funds become available. *Note: In requesting additional funds, states and tribes should remember that 25% state or tribal non-federal match will be required for the additional funds received under CWS, PSSF and MCV; a 20% state or tribe non-federal match will be required for the additional funds received under Chafee and ETV.*

CFS-101, Part II Instructions: Annual Estimated Expenditure Summary of Child and Family Services Funds

Important Note on Completing the CFS-101, Part II Form: This form has been designed to ensure compliance with Federal requirements to make electronic information posted on websites accessible to people with disabilities. The form includes cells in columns (A) through (H) that have been prepopulated with a dash (-). To report data in these columns, replace the dash (-) with the appropriate numeric dollar amount. A zero (0) entered will revert to a dash (-). Columns (I) through (L) have also been prepopulated with a dash (-). To report data for the cells in these columns, type over the dash (-) with the applicable information. If no information is being reported in a cell, the cell should not be changed in any way.

This form details the state or tribal agency's estimated (planned) expenditures on Child and Family Services programs, including the title IV-B programs, the Child Abuse Treatment and Prevention Act (CAPTA) State grant, the John H. Chafee Foster Care Program for Successful Transition to Adulthood (Chafee) and Education and Training Vouchers (ETV) program for the next federal fiscal year. This information is an integral part of the Child and Family Services Plan and should be discussed *together* by the Children's Bureau Regional Office, State Agency Representatives, and Tribes as part of joint planning. States and tribes should list estimated expenditures and other information in the category that best fits their programs.

- **Name of State or Indian Tribal Organization:** No entry is needed. This field autofills from the CFS-101, Part I. Please verify that the entry is correct.

Services/Activities:

For each of the services/activities listed, indicate in the appropriate columns the estimated expenditures by program, the estimated number of clients to be served, the population to be served and the geographic area to be served.

1. Protective Services: Services designed to prevent or remedy the abuse, neglect, or exploitation of children. Services include investigation and emergency medical services, emergency shelter, legal action, developing case plans, counseling, assessment/evaluation of family circumstances, arranging alternative living arrangements, preparing for foster placement, if needed, and case management and referral to service providers.

2. Crisis Intervention (Family Preservation): Services for children and families designed to help families (including adoptive and extended families) at risk or in crisis. The types of services within this category include:

- Service programs designed to help children, where safe and appropriate, return to families from which they have been removed; or be placed for adoption, with a legal guardian, or, if adoption or legal guardianship is determined not to be safe and

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appropriate for a child, in some other planned, permanent living arrangement;

- Pre-placement preventive services programs, such as intensive family preservation programs, designed to help children at risk of foster care placement remain safely with their families;
- Service programs designed to provide follow-up care to families to whom a child has been returned after a foster care placement;
- Respite care of children to provide temporary relief for parents and other caregivers (including foster parents);
- Services designed to improve parenting skills (by reinforcing parents' confidence in their strengths, and helping them to identify where improvement is needed and to obtain assistance in improving those skills) with respect to matters such as child development, family budgeting, coping with stress, health, and nutrition;
- Infant safe haven programs to provide a way for a parent to safely relinquish a newborn infant at a safe haven designated pursuant to a state law; and
- Case management services designed to stabilize families in crisis such as transportation, assistance with housing and utility payments, and access to adequate health care.

3. Prevention and Support Services (Family Support): Community-based services which:

- Promote the safety and well-being of children and families;
- Increase the strength and stability of families (including adoptive, foster, and extended families);
- Support and retain foster families so they can provide quality family-based settings for children in foster care;
- Increase parents' confidence and competence in their parenting abilities;
- Afford children a safe, stable, and supportive family environment;
- Strengthen parental relationships and promote healthy marriages; and
- Enhance child development, including through mentoring.

These services may include respite care for parents and other caregivers; early developmental screening of children to assess the needs of these children and assistance in obtaining specific services to meet their needs; mentoring, tutoring, and health

education for youth; a range of center-based activities (informal interactions in drop-in centers, parent support groups); services designed to increase parenting skills; and counseling and home visiting activities.

4. Family Reunification Services: Services and activities that are provided to a child who is removed from the child's home and placed in a foster family home or a child care institution or a child who has been returned home and to the parents or primary caregiver of such a child, in order to facilitate the reunification of the child safely and appropriately within a timely fashion and to ensure the strength and stability of the reunification. In the case of a child who has been returned home, the service and activities shall only be provided during the 15-month period that begins on the date that the child returns home. The services and activities that may be provided are the following:

- Individual, group, and family counseling;
- Inpatient, residential, or outpatient substance abuse treatment services;
- Mental health services;
- Assistance to address domestic violence;
- Services designed to provide temporary child care and therapeutic services for families, including crisis nurseries;
- Peer-to-peer mentoring and support groups for parents and primary caregivers;
- Services and activities designed to facilitate access to and visitation of children by parents and siblings; and
- Transportation to or from any of the services and activities described above.

5. Adoption Promotion and Support Services: Services and activities designed to encourage more adoptions out of the foster care system, when adoptions promote the best interests of children, including such activities as pre- and post-adoptive services and activities designed to expedite the adoption process and support adoptive families.

6. Other Service Related Activities: Planning, service coordination, preparation or follow-up to service delivery such as the recording of progress notes or other activities, other than direct services or administration, supporting the delivery of services under the program etc.

7. Foster Care Maintenance: Expenditures for “room and board” for children/youth in foster care.

a) Foster Family and Relative Foster Care: Payments to cover food, clothing, shelter, daily supervision, school supplies, a child's personal incidentals, liability insurance with respect to a child, and reasonable travel to the child's home for visitation and reasonable travel for the child to remain in the school in which the child is enrolled at the placement in foster care as well as the cost of providing these services.

b) Group/Institutional Care: This includes the reasonable costs of administration and the operation of institutional/group home care that are required to provide food, clothing, shelter, daily supervision, school supplies, a child's personal incidentals, liability insurance with respect to a child, and reasonable travel to the child's home for visitation, the cost of reasonable travel for the child to remain in the same school he or she was attending prior to placement in foster care and the cost of the items themselves.

8. Adoption Subsidy Payments: Funds provided to adoptive parents on a recurring and non-recurring basis to assist in the support of children with special needs.

9. Guardianship Assistance Payments: Funds provided to kinship legal guardians on a recurring and non-recurring basis to assist in the support of children formerly in foster care placed in their care.

10. Independent Living Services: Services designed to help youth who experienced foster care at age 14 or older, youth expected to remain in foster care until the age of 18, youth who after age 16 leave foster care for kinship guardianship or adoption, and former foster care recipients between 18 and 21 years of age (or 23 years of age, as applicable), make the transition to self-sufficiency. Services may include: education, career exploration, vocational training, job placement and retention, training in daily living skills, training in budgeting and financial management skills, substance abuse prevention, and preventive health activities.

States and tribes are allowed to expend up to 30 percent of their allotments under the Chafee Program for room and board (including rental deposits, utilities and other expenses that may be included with rent) for children who have left foster care because they have attained 18 years of age, and who have not yet attained 21 years of age (or 23 years of age, as applicable).

11. Education and Training Vouchers: Include the amount of funds the state or tribe plans to utilize for the Education and Training Vouchers (ETV) program in this line item.

12. Administrative Costs: Identifies the amount of funds the state or tribe plans to utilize for administrative costs. No entry is needed. The amounts for title IV-B, subparts 1 and 2, and MCV will autofill from the entries on Part I.

- For states and tribes, administrative costs under title IV-B, subpart 1 may not be more than ten percent of title IV-B, subpart 1 expenditures. Allowable costs for title IV-B, subpart 1 may include procurement, payroll processing, personnel functions, management,

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maintenance and operation of space and property, data processing and computer services, accounting, budgeting, auditing, and travel expenses. Allowable costs may also include indirect costs allocable in accordance with the agency's approved cost allocation plan (45 CFR 1357.32(h)). Applicable costs exclude administrative costs related to the provision of services by caseworkers or the oversight of programs funded under Title IV-B, subpart 1 (Section 422(c)(1) of the Act).

- *For states only*, administrative costs under title IV-B, subpart 2 (including Monthly Caseworker Visit grants) cannot be more than ten percent of title IV-B, subpart 2 expenditures. Allowable costs for title IV-B, subpart 2 may include, but are not limited to procurement, payroll processing, personnel functions, management, maintenance and operation of space and property, data processing and computer services, accounting, budgeting, and auditing. Allowable costs may also include indirect costs allocable in accordance with the agency's approved cost allocation plan (45 CFR 1357.32(h)).

13. Foster Parent Training and Recruitment: Includes the cost of short-term training to increase foster parent's ability to provide assistance and support to foster and adoptive children, and those costs associated with/resulting from the recruitment of potential foster parents.

14. Adoptive Parent Training and Recruitment: Includes the cost of short-term training to increase adoptive parent's ability to provide assistance and support to foster and adoptive children, and those costs associated with/from the recruitment of potential adoptive parents.

15. Child Care Related to Employment/Training: Includes licensed day care purchased for the purpose of supporting the employment of one or both of the parents.

16. Staff and External Partners Training: Includes the cost of short and long-term training to increase the ability of staff and external partners [other than foster/adoptive parents (see #13 & #14)] to provide assistance and support to children and families, but does NOT include the costs specifically related to supporting the monthly caseworker visit requirement (see #17 below).

17. Caseworker Retention, Recruitment & Training: Includes costs related to supporting monthly caseworker visits with children who are in foster care under the responsibility of the state, with an emphasis on improving caseworker decision making on the safety, permanency, and well-being of foster children and on activities designed to improve retention, recruitment, and training of caseworkers.

18. Total: No entry is needed. A formula has been entered to display the sum of lines 1 through 17 for each grant.

19. Check Totals from Part I: No entry is needed. The requested amount for each grant from the CFS-101, Part I will autofill in the respective columns.

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20. Difference: No entry is needed. The field displays the difference of line 19 (requested amount on Part I) minus line 18 (total of lines on Part II) for each grant. If there is a number other than \$0 on this line for any column, this means that the planned breakout of how funds are to be spent is either greater or less than the total amount requested on Part I for that program. Reduce or increase the amounts within the column accordingly to assure that the difference is \$0 prior to submitting the CFS 101s to the Children's Bureau.

21. Population Data: Indicate where the population data can be found, in columns I, J, K, and L on the Part II or in the CFSP/APSR narrative. This information is required for all CFSP/APSR submissions.

Estimated Expenditures:

Columns A-G. For each Federal program indicated in columns (A) through (G) from which the state or tribe requests funding, enter the amount estimated to be spent for each service/activity. The amounts for any of the spending areas on the Part II for PSSF cannot exceed the amount of the request on the Part I. *Note: Column (G) [Title IV-E] refers to the title IV-E Foster Care, Adoption Assistance and Guardianship Assistance programs.*

Note: Distribution of PSSF funds in column B on Part II autofills from the CFS-101, Part I. These formulas may be overwritten by entering in a different amount in the specific cell. This should only occur if some of the service/activity funds are being distributed to the training cells (B13, B14, and B16) or cell B17 for Caseworker Retention, Recruitment, and Training. The amounts in items B2-B6 should not exceed the amounts on Part I for items 7a-f.

Reminders for Columns A-G:

- Hardcode all numbers entered (no formulas).
- Break all links and references to other worksheets or workbooks.
- Do not round to the \$ thousands or \$ millions.
- If there is an amount other than "\$0" in the "difference" row (line 20), the estimated expenditures in the service/activities must be adjusted.

Column H. State, Local, and Donated Funds: Enter the estimated amount of state, local, and donated funds to be expended, even if they are not used to match Federal funds. Tribal funds are considered "local" for purposes of the Part II and should be entered in this column. Amounts entered in this column are to reflect overall programmatic support of the child welfare program, and not only the required non-federal match. *This column is required to be completed by all applicants.*

The following information must be provided in the CFSP/APSR and may be provided on the CFS-101 Part II or in the narrative of the CFSP/APSR. Mark the appropriate box for Item 21, Population Data, to indicate where this information can be found.

Columns I and J. Estimated Number to be Served: Estimate, as accurately as possible, the number of individuals and families to be served by service/activity with the total estimated funding indicated.

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Column K. Population to be Served: Indicate the population that has been targeted for the designated services. Targeting may include a range of vulnerable populations such as:

- Children at imminent risk of placement;
- All children in foster care;
- Families with children returning home following placement;
- All eligible children, eligible children under 21 years, or eligible children requiring treatment;
- Families with a child abuse or neglect investigation;
- Children in contracted care; or
- Families in crisis.

Column L. Geographic Area to be Served: Indicate **both** the number and type of areas identified within the state where services are to be provided for each program. Areas may include specific regions, counties, cities, reservations, communities, census tracts, or neighborhoods. For example, if the state is operating family preservation programs in six counties, indicate by noting "6 counties"; if the state is operating 12 community-based family support programs, indicate by noting "12 communities".

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CFS-101, Part III Instructions: Expenditures for Title IV-B, Subparts 1 and 2, John H. Chafee Program for Successful Transition to Adulthood, and Education and Training Voucher (ETV) Program

The CFS-101, Part III report captures information on the estimated and actual expenditures for the most recently closed grant award year. Federal funds for the programs identified above are awarded to states or tribes on a yearly basis, but may be spent over a two-year period ending on September 30 of the year following the fiscal year for which they were awarded. For the CFS-101 reports submitted with the FY 2021 APSR, the reporting year is the FY 2018 grant allocation which had an expenditure period from October 1, 2017 to September 30, 2019. Therefore, any fiscal year 2018 funds must have been obligated during that two-year period of time and subsequently reported on this form.

Important Note on Completing the CFS-101, Part III Form: This form has been designed to ensure compliance with Federal requirements to make electronic information posted on websites accessible to people with disabilities. The form includes cells in columns (A) through (H) that have been prepopulated with a dash (-). To report data in these columns, replace the dash (-) with the appropriate numeric dollar amount. A zero (0) entered will revert to a dash (-). Columns (I) through (L) have also been prepopulated with a dash (-). To report data for the cells in these columns, type over the dash (-) with the applicable information. If no information is being reported in a cell, the cell should not be changed in any way.

Reminders on completing the CFS-101, Part III:

- Hardcode all numbers entered (no formulas).
- Break all links and references to other worksheets or workbooks.
- Do not round to the \$ thousands or \$ millions.
- Amounts for the "estimate" (original planned spending) column can be found in the previously approved CFS 101, Part I for the fiscal year being reported on.

The following four fields have been autofilled from the Part I. No entry is needed, but please verify that the information is correct (make any corrections on the Part I).

1. Name of State or Indian Tribal Organization**2. Address****3. EIN****4. DUNS**

5. Submission Type: Indicate if this is a new or revised expenditure report. A submission is "NEW" until signed by the Children's Bureau Central Office Official.

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Columns A and B. Expenditure Information: Enter the amount of:

- Original planned spending (Column A) requested for the reporting year. These amounts can be found on the CFS-101 Part I for the reporting year (copy signed by the CB); and
- Actual (Column B) expenditures for each of the programs for the reporting year.

6. Total title IV-B, subpart 1 funds: Enter the original planned (from the countersigned Part 1) and actual expenditures of title IV-B, subpart 1 Federal funds for the designated fiscal year for Child Welfare Services. The required 25% match should not be reflected on this form.

a) Enter the original planned and actual expenditures of title IV-B, subpart 1 funds for administration. This cannot exceed 10% of the title IV-B, subpart 1 total expenditures. A warning will display if the amount entered is greater than 10% of the requested/total expended amount. The amount reported in 6a is a subset of line 6.

7. Total title IV-B, subpart 2 (PSSF) funds: *For TRIBES only:* If PSSF funding was received for the reporting year, amounts should be entered in line 7. (States do not complete line 7, but must complete lines 7a – f.)

Tribes are not required to provide the breakout for the use of funds, but may opt to complete lines 7a-f. Tribes should select the option of completing either a) line 7 only, or b) lines 7a-f. Note that the ‘total’ lines, line 7 and 7g, are not connected in any way.

7a-f. Breakout of title IV-B, subpart 2 (PSSF) funds: States must complete lines 7a–f. Completion of lines 7a-f is optional for tribes. The required 25% match should not be reflected on this form.

For the designated year, enter in the original planned spending and actual expenditures for:

- a) Family Preservation Services;
- b) Family Support Services;
- c) Family Reunification Services;
- d) Adoption Promotion and Support Services;
- e) Other service related activities (e.g. planning); and
- f) Administrative costs. States’ administrative costs cannot exceed 10% of the total Federal expenditures for title IV-B, subpart 2. *(This limitation does not apply to tribes.)* A warning will display if the amount entered is greater than 10% of the requested/total expended amount.

8. Total title IV-B subpart 2, Monthly Caseworker Visit (MCV) funds *(States only):* Enter the original planned (from the countersigned Part I) and actual expenditures allotted for the designated fiscal year.

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a) Enter the original planned and actual administrative expenditures for Monthly Caseworker Visit funds allotted (*States only*). Administrative costs cannot exceed 10% of the total expenditures for MCV. A warning will display if the amount entered is greater than 10% of the requested/total expended amount. The amount reported in 8a is a subset of line 8.

9. John H. Chafee Program for Successful Transition to Adulthood (Chafee) funds: *At state/tribe option*, enter the original planned (from the countersigned Part I) and actual expenditures of Chafee funds allotted for independent living activities for the designated fiscal year. The required 20% match should not be reflected on this form.

a) Enter the original planned and actual expenditures for room and board for eligible youth. This cannot to exceed 30% of Chafee funds. A warning will display if the amount entered is greater than 30% of the requested/total expended amount. The amount reported in 9a is a subset of line 9.

10. Education and Training Vouchers (ETV) Program: *At state/tribe option*, enter the original planned (from the countersigned Part I) and actual expenditures of Education and Training Voucher funds allotted for the designated fiscal year. The required 20% match should not be reflected on this form.

Columns C-F. Population and Geographic Data: For each Federal program listed in rows 6-10, as applicable, indicate as accurately as possible, the number of individuals and the number of families served², the population served³, and the geographic area where services were provided⁴. *This information must be reported on the CFS-101 Part III per section 432(a)(8)(B) of the Social Security Act for both title IV-B, subpart 1 and title IV-B, subpart 2.*

11. Certification: This report must be signed, dated and titled in the spaces provided. The signature and title of the official of the state agency or Indian tribal organization with authority to administer or supervise the administration of title IV-B, subparts 1 and 2 programs, Chafee and ETV, and, for states only, MCV programs, must be included.

By signing this form the state/tribal official certifies that all figures provided on this form are accurate.

² Report, as accurately as possible, the number of clients served per service/activity for the amount of funds expended. Indicate the number of individuals **and** the number of families served as labeled in the column.

³ Indicate the population that has received the designated services. This may include a range of vulnerable populations such as children at imminent risk of placement, all children in foster care, families with children returning home following placement, all eligible children, eligible children under 21 years, or eligible children requiring treatment, families with a child abuse or neglect investigation, children in contracted care, and/or families in crisis.

⁴ Indicate the number **and** type of areas identified within the State where services are to be provided for each program. Areas may include specific regions, counties, cities, reservations, communities, census tracts, or neighborhoods.

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Save and name all CFS-101 sets (PDF for all; Excel workbook for states) as:

“State/Tribe name FY 21 CFS-101s” so that the name of the state or tribe submitting the file is clearly identified.

CFS-101, Part I: Annual Budget Request for Title IV-B, Subpart 1 & 2 Funds, CAPTA, CHAFEE, and ETV and Reallotment for Current Federal Fiscal Year Funding

For Federal Fiscal Year 2021: October 1, 2020 through September 30, 2021

1. Name of State or Indian Tribal Organization and Department/Division:		3. EIN:		
		4. DUNS:		
2. Address: (insert mailing address for grant award notices in the two rows below)		5. Submission Type: (select one)		
		<input type="checkbox"/> NEW <input type="checkbox"/> REALLOTMENT <input type="checkbox"/> REVISION		
a) Email address for grant award notices:				
REQUEST FOR FUNDING for FY 2021:				
Hardcode all numbers; no formulas or linked cells.				
6. Requested title IV-B Subpart 1, Child Welfare Services (CWS) funds:			\$0	
a) Total administrative costs (not to exceed 10% of the CWS request)			\$0	
7. Requested title IV-B Subpart 2, Promoting Safe and Stable Families (PSSF) funds and estimated expenditures:		% of Total	\$0	
a) Family Preservation Services		#DIV/0!	\$0	
b) Family Support Services		#DIV/0!	\$0	
c) Family Reunification Services		#DIV/0!	\$0	
d) Adoption Promotion and Support Services		#DIV/0!	\$0	
e) Other Service Related Activities (e.g. planning)		#DIV/0!	\$0	
f) Administrative costs <i>(STATES ONLY: not to exceed 10% of the PSSF request; TRIBES ONLY: no maximum %)</i>		#DIV/0!	\$0	
g) Total itemized request for title IV-B Subpart 2 funds: <i>NO ENTRY: Displays the sum of lines 7a-f.</i>		#DIV/0!	\$0	
8. Requested Monthly Caseworker Visit (MCV) funds: (For STATES ONLY)			\$0	
a) Total administrative costs (not to exceed 10% of MCV request)			\$0	
9. Requested Child Abuse Prevention and Treatment Act (CAPTA) State Grant: (STATES ONLY)			\$0	
10. Requested John H. Chafee Foster Care Program for Successful Transition to Adulthood:			\$0	
a) Indicate the amount to be spent on room and board for eligible youth (not to exceed 30% of Chafee request).			\$0	
11. Requested Education and Training Voucher (ETV) funds:			\$0	
REALLOTMENT REQUEST(S) for FY 2020:				
<i>Complete this section for adjustments to current year awarded funding levels.</i>				
12. Identification of Surplus for Reallotment:				
a) Indicate the amount of the State's/Tribe's FY 2020 allotment that will not be utilized for the following programs:				
CWS	PSSF	MCV (States only)	Chafee Program	ETV Program
\$0	\$0	\$0	\$0	\$0
13. Request for additional funds in the current fiscal year (should they become available for re-allotment):				
CWS	PSSF	MCV (States only)	Chafee Program	ETV Program
\$0	\$0	\$0	\$0	\$0
14. Certification by State Agency and/or Indian Tribal Organization:				
The State agency or Indian Tribal Organization submits the above estimates and request for funds under title IV-B, subpart 1 and/or 2, of the Social Security Act, CAPTA State Grant, Chafee and ETV programs, and agrees that expenditures will be made in accordance with the Child and Family Services Plan, which has been jointly developed with, and approved by, the Children's Bureau.				
<i>Signature of State/Tribal Agency Official</i>		<i>Signature of Federal Children's Bureau Official</i>		
<i>Title</i>		<i>Title</i>		
<i>Date</i>		<i>Date</i>		

CFS-101 Part II: Annual Estimated Expenditure Summary of Child and Family Services Funds

Name of State or Indian Tribal Organization:

0 For FY 2021: OCTOBER 1, 2020 TO SEPTEMBER 30, 2021

SERVICES/ACTIVITIES	(A) IV-B Subpart 1- CWS	(B) IV-B Subpart 2- PSSF	(C) IV-B Subpart 2- MCV	(D) CAPTA	(E) CHAFEE	(F) ETV	(G) TITLE IV-E	(H) STATE, LOCAL & DONATED FUNDS	(I) Number Individuals To Be Served	(J) Number Families To Be Served	(K) Population To Be Served	(L) Geog. Area To Be Served
1.) PROTECTIVE SERVICES	\$ -			\$ -				\$ -	-	-	-	-
2.) CRISIS INTERVENTION (FAMILY PRESERVATION)	\$ -	\$ -		\$ -				\$ -	-	-	-	-
3.) PREVENTION & SUPPORT SERVICES (FAMILY SUPPORT)	\$ -	\$ -		\$ -				\$ -	-	-	-	-
4.) FAMILY REUNIFICATION SERVICES	\$ -	\$ -		\$ -				\$ -	-	-	-	-
5.) ADOPTION PROMOTION AND SUPPORT SERVICES	\$ -	\$ -						\$ -	-	-	-	-
6.) OTHER SERVICE RELATED ACTIVITIES (e.g. planning)	\$ -	\$ -						\$ -	-	-	-	-
7.) FOSTER CARE MAINTENANCE: (a) FOSTER FAMILY & RELATIVE FOSTER CARE	\$ -						\$ -	\$ -	-	-	-	-
(b) GROUP/INST CARE	\$ -						\$ -	\$ -	-	-	-	-
8.) ADOPTION SUBSIDY PYMTS.	\$ -						\$ -	\$ -	-	-	-	-
9.) GUARDIANSHIP ASSISTANCE PAYMENTS	\$ -						\$ -	\$ -	-	-	-	-
10.) INDEPENDENT LIVING SERVICES	\$ -				\$ -		\$ -	\$ -	-	-	-	-
11.) EDUCATION AND TRAINING VOUCHERS	\$ -				\$ -	\$ -	\$ -	\$ -	-	-	-	-
12.) ADMINISTRATIVE COSTS	\$ -	\$ -	\$ -				\$ -	\$ -	-	-	-	-
13.) FOSTER PARENT RECRUITMENT & TRAINING	\$ -	\$ -		\$ -			\$ -	\$ -	-	-	-	-
14.) ADOPTIVE PARENT RECRUITMENT & TRAINING	\$ -	\$ -		\$ -			\$ -	\$ -	-	-	-	-
15.) CHILD CARE RELATED TO EMPLOYMENT/TRAINING	\$ -						\$ -	\$ -	-	-	-	-
16.) STAFF & EXTERNAL PARTNERS TRAINING	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	-	-	-	-
17.) CASEWORKER RETENTION, RECRUITMENT & TRAINING	\$ -	\$ -	\$ -				\$ -	\$ -	-	-	-	-
18.) TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	-	-

19.) TOTALS FROM PART I	\$0	\$0	\$0	\$0	\$0	\$0		----	----	----	----	----
20.) Difference (Part I - Part II)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		----	----	----	----	----

(If there is an amount other than \$0.00 in Row 20, adjust amounts on either Part I or Part II. A red value in parentheses (\$) means Part II exceeds request)

21.) Population data required in columns I - L can be found:

- On this form
- In the APSR/CFSP narrative

**CFS-101, PART III: Annual Expenditures for Title IV-B, Subparts 1 and 2, Chafee Foster Care Independence and Education And Training Voucher
 Reporting on Expenditure Period For Federal Fiscal Year 2018 Grants: October 1, 2017 through September 30, 2019**

1. Name of State or Indian Tribal Organization:		2. Address:				3. EIN:
0		0				4. DUNS:
5. Submission Type: (select one) <input type="checkbox"/> NEW <input type="checkbox"/> REVISION		0				
Description of Funds	(A)	(B)	(C)	(D)	(E)	(F)
	Original Planned Spending for FY 18 Grants (from CFS-101, Pt I)	Actual Expenditures for FY 18 Grants	Number Individuals served	Number Families served	Population served	Geographic area served
6. Total title IV-B, subpart 1 (CWS) funds:	\$ -	\$ -	-	-	-	-
a) Administrative Costs (<i>not to exceed 10% of CWS allotment</i>)	\$ -	\$ -				
7. Total title IV-B, subpart 2 (PSSF) funds:						
Tribes enter amounts for Estimated and Actuals, or complete 7a-f.						
	\$ -	\$ -	-	-	-	-
a) Family Preservation Services	\$ -	\$ -				
b) Family Support Services	\$ -	\$ -				
c) Family Reunification Services	\$ -	\$ -				
d) Adoption Promotion and Support Services	\$ -	\$ -				
e) Other Service Related Activities (e.g. planning)	\$ -	\$ -				
f) Administrative Costs (<i>FOR STATES: not to exceed 10% of PSSF allotment</i>)	\$ -	\$ -				
g) Total title IV-B, subpart 2 funds:						
NO ENTRY: This line displays the sum of lines a-f.	\$ -	\$ -				
8. Total Monthly Caseworker Visit funds: (STATES ONLY)	\$ -	\$ -				
a) Administrative Costs (<i>not to exceed 10% of MCV allotment</i>)	\$ -	\$ -				
9. Total Chafee Program for Successful Transition to Adulthood Program (Chafee) funds: (optional)	\$ -	\$ -	-	-	-	-
a) Indicate the amount of allotment spent on room and board for eligible youth (<i>not to exceed 30% of CFCIP allotment</i>)	\$ -	\$ -	-	-	-	-
10. Total Education and Training Voucher (ETV) funds: (Optional)	\$ -	\$ -	-	-	-	-
11. Certification by State Agency or Indian Tribal Organization: The State agency or Indian Tribal Organization agrees that expenditures were made in accordance with the Child and Family Services Plan, which was jointly developed with, and approved by, the Children's Bureau.						
<i>Signature of State/Tribal Agency Official</i>			<i>Signature of Federal Children's Bureau Official</i>			
<i>Title</i>	<i>Date</i>	<i>Title</i>	<i>Date</i>			

Children’s Bureau Regional Program Managers

1	Region 1 - Boston Bob Cavanaugh bob.cavanaugh@acf.hhs.gov JFK Federal Building 15 Sudbury Street, Room 2000 Boston, MA 02203 (617) 565-1020 States: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont	6	Region 6 - Dallas Janis Brown janis.brown@acf.hhs.gov 1301 Young Street, Suite 945 Dallas, TX 75202-5433 (214) 767-8466 States: Arkansas, Louisiana, New Mexico, Oklahoma, Texas
2	Region 2 - New York City Alfonso Nicholas alfonso.nicholas@acf.hhs.gov 26 Federal Plaza, Room 4114 New York, NY 10278 (646) 905-8141 States and Territories: New Jersey, New York, Puerto Rico, Virgin Islands	7	Region 7 - Kansas City Kendall Darling kendall.darling@acf.hhs.gov Federal Office Building 601 E 12th Street, Room 349 Kansas City, MO 64106 (816) 426-2262 States: Iowa, Kansas, Missouri, Nebraska
3	Region 3 - Philadelphia Tina Naugler tina.naugler@acf.hhs.gov The Strawbridge Building 801 Market Street Philadelphia, PA 19107-3134 (215) 861-4030 States: Delaware, District of Columbia, Maryland, Pennsylvania, Virginia, West Virginia	8	Region 8 - Denver Marilyn Kennerson marilyn.kennerson@acf.hhs.gov Byron Rogers Federal Building 1961 Stout Street, 8th Floor Denver, CO 80294-3538 (303) 844-1163 States: Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming
4	Region 4 - Atlanta Shalonda Cawthon shalonda.cawthon@acf.hhs.gov 61 Forsyth Street SW, Suite 4M60 Atlanta, GA 30303-8909 (404) 562-2242 States: Alabama, Mississippi, Florida, North Carolina, Georgia, South Carolina, Kentucky, Tennessee	9	Region 9 - San Francisco Debra Samples debra.samples@acf.hhs.gov 90 7th Street, Suite 9-300 San Francisco, CA 94103 (415) 437-8626 States and Territories: Arizona, California, Hawaii, Nevada, Outer Pacific—American Samoa, Commonwealth of the Northern Marianas, Federated States of Micronesia (Chuuk, Pohnpei, Yap), Guam, Marshall Islands, Palau
5	Region 5 - Chicago Tina Naugler tina.naugler@acf.hhs.gov 233 N. Michigan Avenue, Suite 400 Chicago, IL 60601 (312) 353-9672 States: Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin	10	Region 10 - Seattle Paula Bentz paula.bentz@acf.hhs.gov 701 Fifth Avenue, Suite 1600, MS-73 Seattle, WA 98104 (206) 615-3662 States: Alaska, Idaho, Oregon, Washington

Annual Reporting of Education and Training Vouchers Awarded

Name of State/ Tribe:

	Total ETVs Awarded	Number of New ETVs
<u>Final Number:</u> 2018-2019 School Year (July 1, 2018 to June 30, 2019)		
2019-2020 School Year* (July 1, 2019 to June 30, 2020)		

Comments:

*in some cases this might be an estimated number since the APSR is due on June 30, the last day of the school year.

Attachment E – Tribal Population Under 21

CERTIFICATION OF TRIBAL POPULATION UNDER AGE 21

The _____ (tribal name and state) finds that the Census Bureau’s 2010 data on the population of children and youth under age 21 for tribes (published as Attachment B to Program Instruction [ACYF-CB-PI-15-10](#), issued on December 11, 2015) do not accurately reflect the actual number of children eligible for services under our tribe’s title IV-B program. The correct number of tribal children under age 21 eligible for services under our tribe’s title IV-B plan is _____

1) This information includes: (check all that apply)

Children under age 21 **living on or near** the tribe’s reservation or the title IV-B service area:

- who are enrolled members of the tribe, eligible for enrollment, or recognized as children for which the tribe is responsible, as determined by the tribe;
- Other American Indian or Alaska Native children under age 21 provided that these children will be eligible for services under the tribe’s title IV-B program;

Children under age 21 **not living on or near** the tribe’s reservation or the title IV-B service area:

- who are enrolled members of the tribe, eligible for enrollment, or recognized as children for which the tribe is responsible, as determined by the tribe, provided the tribe describes how the children would participate in the tribe’s title IV-B program.

In the space below, please provide a brief description of how children who are not residing on or near the reservation or tribal lands will be served under the tribe’s title IV-B plan. (Attach additional sheets if *necessary*.)

Attachment E – Tribal Population Under 21

Tribal Name & State: _____

- 2) If the tribe’s reservation, including trust lands, are located in more than one state, please list below each state in which the tribe’s lands are located and the number of children included in the population count who reside in each if those states.

State	# of Tribal children
State	# of Tribal children
State	# of Tribal children

We certify that all children included in our population count are eligible for services under our tribe’s title IV-B plan.

We understand that information given above will be reviewed by ACF and that we may be required to submit additional supporting documentation as requested by ACF to substantiate this notification of change in population data.

We are submitting this information and certify that it is accurate and true to the best of our knowledge and belief.

This certification requires the signature and title of the tribal official with authority to administer or supervise the administration of title IV-B, subparts 1 and 2 programs and, if required by the tribe, the signature of a tribal enrollment official.

[Click here to sign](#)

Tribal Enrollment Official

Enter date

Date

[Click here to sign](#)

Signature of Tribal Official

[Click here to enter title](#)

Title of Tribal Official

Enter date

Date