



Positioning Public Child Welfare Guidance
Strengthening Families in the 21st Century

**PPCWG Institute
Application**

Application Due Date: March 1, 2010

Selection Announcement: March 22, 2010

PPCWG Institute Dates: May 20 and 21, 2010
July 8 and 9, 2010
August 12 and 13, 2010
December 3, 2010

PPCWG Institute Location: May 20 and 21, 2010 sessions will take place in Washington, D.C. The July, August and December location sessions may rotate depending on the make up of the agencies participating in the Institute.

Funding: The PPCWG Institute will cover the costs of the Institute, lodging and food for the participants. Airfare and ground transportation will be provided by the selected state/locality.

Period of Performance: May 2010-December 2010 for PPCWG Institute
January 2011-December 2011 for Monitoring and Evaluation

PPCWG Institute Contact: Melissa Kanaya
202.682.0100 x. 291
melissa.kanaya@aphsa.org

Overview of the PPCWG Institute

The American Public Human Services Association (APHSA) and its affiliate, the National Association of Public Child Welfare Administrators (NAPCWA), in partnership with Casey Family Programs invites states and localities to apply to participate in the Positioning Public Child Welfare Guidance (PPCWG) Institute. For the first time, state and local public child welfare agencies will come together for this exclusive, intensive and customized development experience. Participating agencies will not only get the benefit of experiencing a proven process to implement change using the PPCWG guidance, but will be able to lead and influence the field of public child welfare and assist other agencies through their experiences in the future.

The PPCWG Institute will provide six teams of leaders from states and localities the opportunity to be educated in the Positioning Public Child Welfare Guidance and use it to make systematic changes and improvements in their agencies to improve outcomes for children, youth and families. Use of the guidance is also intended to reduce the number of children in out of home placements.

The guidance can be located on the web site: www.ppcwg.org. Participants are expected to become familiar with the guidance and the web site to be successful in the Institute. Institute curriculum focuses on using the “PPCWG Change Management” guidance to implement change in one of the other thirteen critical areas. These critical areas include: Strategy, Leadership, Practice Model, Communications, Administrative Practices, Workforce, Disparity and Disproportionality, Strategic Partnerships, Information Management, Research, Technology, Public Policy and Budget and Finance.

Institute outcomes:

- Participants will be able to use the guidance to establish a process for change in their agency.
- Participants will learn how to diagnose their agency problems and be proactive in assessing and planning for change.
- Participants will be able to make changes in their agency and apply the skills that they learn in the Institute to other emerging issues in their agency.
- Agencies using the guidance will become more effective in their organizational performance which will lead to achieving better outcomes for children, youth and families.

During the course of the PPCWG Institute teams will be expected to participate in the following activities:

- Complete Pre-work including required reading assigned prior to attendance at the first session.
- Provide baseline data and ending data to the PPCWG Institute team to measure and evaluate success.
- Actively participate in seven full days of sessions conducted by the PPCWG Institute team.
- Complete Intersession work between in-person sessions to implement Institute learning.
- Use ongoing technical assistance from the PPCWG Institute team.
- Participate in the development of case studies to be conducted and written by the PPCWG Institute team on each of the participating states/localities.
- Set additional goals if appropriate to measure and evaluate changes.

Customized technical Assistance throughout the duration of the Institute will be provided to the state/locality at no cost.

Background of the Development of the Guidance

The Positioning Public Child Welfare Guidance (PPCWG) was developed by the Positioning Public Child Welfare Initiative (PPCWI), an initiative begun in January 2007, led by National Association of Public Child Welfare Administrators (NAPCWA) and generously supported through a partnership with Casey Family Programs. The initiative established a mechanism for state and local public agency leaders, child welfare researchers, academicians and stakeholders to come together to develop guidance for the field which is outlined in fourteen critical areas.

The guidance includes information about and instructions for action in these areas for which the field of public child welfare has responsibility. The guidance is based on the premise that all fourteen critical areas are essential and interrelated; that capacity in each area must be built; and positive change and innovation will occur when alignment among all areas is present. These critical areas include: Strategy, Leadership, Practice Model, Communications, Administrative Practices, Workforce, Disparity and Disproportionality, Strategic Partnerships, Information Management, Change Management, Research, Technology, Public Policy and Budget and Finance.

Sponsors

APHSA

The American Public Human Services Association (APHSA) is a nonprofit, bipartisan agency of state and local human service agencies and individuals who work in or are interested in public human service programs. APHSA's mission is to develop and promote policies and practices that improve the health and well-being of families, children and adults. APHSA educates Congress, the media and the general public on social policies and practices and help state and local public human service agencies achieve their desired outcomes in Temporary Assistance for Needy Families, child care, child support, Medicaid, food stamps, child welfare and other program areas and issues that affect families, the elderly and people who are economically disadvantaged.

NAPCWA

The National Association of Public Child Welfare Administrators (NAPCWA) is a national association representing public child welfare agencies. Founded in 1983, NAPCWA is an affiliate housed within the American Public Human Services Association (APHSA). NAPCWA is committed to ensuring that children in the public child welfare system have safe, permanent homes by supporting and enhancing the system's ability to successfully implement effective programs, practices and policies.

NAPCWA is recognized as a national leader in promoting sound public policy, modeling programs and practices and developing critical capacity building resources needed to achieve positive outcomes for children, youth and families.

Casey Family Programs

Established by United Parcel Service founder Jim Casey, Casey Family Programs is a Seattle-based national operating foundation that has served children, youth and families in the child welfare system since 1966. Casey Family Programs' mission is to provide and improve—and ultimately to prevent the need for—foster care. They operate in two ways; they provide direct services and they promote advances in child-welfare practice and policy. They collaborate with foster, kinship and adoptive parents to provide safe, loving homes for youth in their direct care programs. They also collaborate with counties, states and American Indian and Alaska Native tribes to improve services and outcomes for the

more than 500,000 young people in out-of-home care across the U.S. Drawing on over 40 years of front-line work with families and alumni of foster care, they develop tools, practices and policies to nurture all youth in care and to help parents strengthen families at risk of needing foster care.

Overview of Institute Activities

The PPCWG Institute activities are scheduled to begin in May 2010 and end in December 2010. Monitoring and evaluation activities with participants will continue to December 2011.

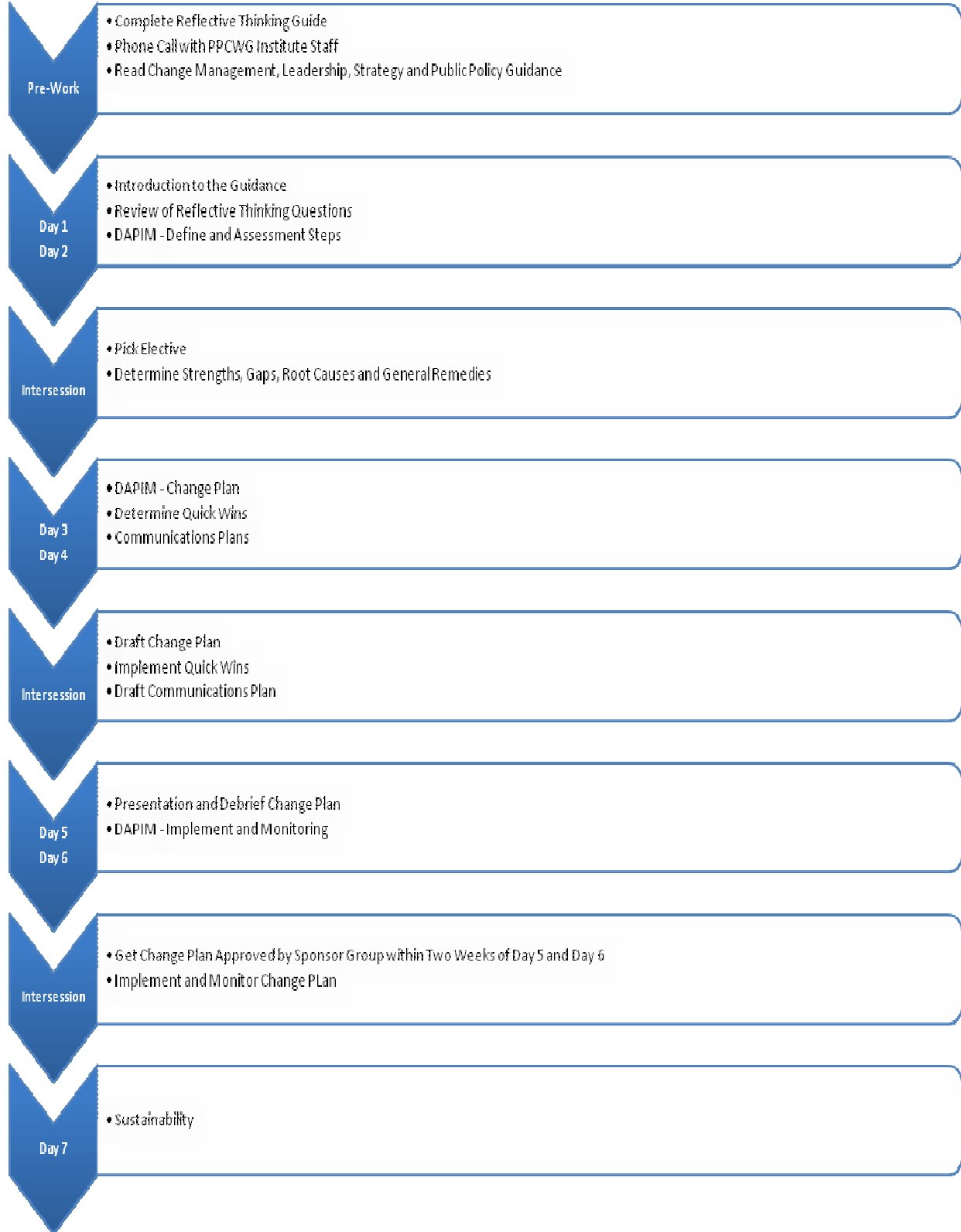
The major activities of the PPCWG Institute include three two-day in-person meetings and one one-day in-person meeting with a range of technical assistance opportunities offered in between the in-person meetings. Technical assistance during the course of the Institute will vary from agency to agency and may be in the form of an on-site visit or phone conference and is provided at no cost to the agency.

The PPCWG Institute is highly interactive and participants are expected to prepare and make a strong commitment to completing activities during the Pre-work, in-person, and intersession phases of the Institute. Support from the agency leadership is vital to the success of the Institute and expected through participation and/or the commitment of resources.

The PPCWG Institute is scheduled for the following dates. All agency team members are expected to attend each date.

Activity	In-Person Sessions	Location
Day 1 and Day 2	May 20 and 21, 2010	Washington, D.C.
Day 3 and Day 4	July 8 and 9, 2010	TBD
Day 5 and Day 6	August 12 and 13, 2010	TBD
Day 7	December 3, 2010	TBD

Below is a layout of the proposed activities throughout the duration of the Institute:



Team Composition

Six teams will be selected to participate in the PPCWG Institute. Each team will consist of a minimum of three participants to represent the agency. Teams composed of members who serve in positions which can influence program or policy decisions and will continue to serve in those positions through the end of 2010 will be given preference.

The PPCWG Institute will cover the costs of Institute, lodging and food for each of the three participants. The airfare and ground transportation costs for the three participants will be expected to be covered by the agency.

Competitive Selection Process

Up to six teams will be selected to participate. Only one application from a state agency (either the state agency or a local agency within that state) will be accepted. Successful applications will demonstrate readiness and commitment to implement the guidance to improve outcomes for children, youth and families.

A selection committee comprised of representatives from the PPCWG Institute, Casey Family Programs and other national child welfare stakeholders will review the applications.

Application Guidelines

The following are required elements of the application to participate in the PPCWG Institute:

- A signed letter of commitment to support a change effort from the leadership of the agency. The letter should address the role of the leader in the process and how the leadership will dedicate time and resources to the effort.
- A list of confirmed team members. Please include each team member's name, title, address, phone and fax numbers, email address and 1-2 sentences explaining the reason for each member's participation. The membership list should also note which individual will serve as the project manager. Team members must be able to attend all Institute dates.
- A 5-7 page narrative, described below in the "Criteria for Assessing the Narrative" section that clearly responds to the questions and explains why the state/locality is seeking to be selected for the PPCWG Institute.
- Baseline data on the following:
 1. Out of Home Care: Entries, Exits, In Care, Receiving in Home Services
 2. Placement Setting for Children in Out of Home Care
 3. Reason for Removal for Children Entering Out of Home Care
 4. Race/Ethnicity of Children Involved in Child Welfare
 5. Racial Disproportionality Index
 6. Maltreatment
 7. Recurrence
 8. Length of Stay for Children Exiting Out of Home Care
 9. Type of Discharge for Children Exiting Out of Home Care

Criteria for Assessing the Narrative

The narrative portion of the application should address each of the criteria laid out below:

- **Challenges and Benefits**
What are your agency challenges and how do you see the PPCWG benefiting and improving outcomes for children, youth and families?
- **Readiness for Change**
Provide evidence or explain why your state/locality is in a good position and ready to make the needed changes to address the challenges identified above. Describe previous actions or attempts made by the agency to make system changes and how this effort will be different.
- **Resources**
Identify how your agency will provide resources to make needed changes? What type of resources will your agency be able to allocate?
- **Parameters**
Using the PPCWG Parameters located at www.ppcwg.org, address how the parameters are in alignment with your agency's current work.
- **Team Members**
Please describe the breadth and depth of experience, influence and commitment of proposed team members who would be participating in the PPCWG Institute.
- **Program Areas**
How will the work your agency will do in the Institute safely reduce the number of children in care? Are these expected changes connected to Fostering Connections to Success and Adoptions Act and if so how?

Disclaimer

Submitting an application to participate in the PPCWG Institute is not binding on APHSA or NAPCWA, nor does it constitute a contractual offer. APHSA and its affiliate, NAPCWA reserves the right to reject any or all applications: to negotiate final terms and conditions that may differ those stated above. Under no circumstances shall APHSA or NAPCWA be liable for costs incurred by any person in connection with the preparation and submission of an application to participate in the PPCWG Institute.

Each application will be reviewed by a selection team designated by the PPCWG Institute Team. Applications will be accepted until 5:00 p.m. EST on March 1, 2010 and should be sent to the following address:

Attention: Melissa Kanaya
APHSA
1133 Nineteenth Street, NW, Suite 400
Washington, DC 20036

Applications may be sent via e-mail to melissa.kanaya@aphsa.org

If you have any questions or concerns, please contact Melissa Kanaya at 202.682.0100 x 291 or at melissa.kanaya@aphsa.org.