

2nd Action Yr
Revised
5/1/72-6/15/72

PROJECT ANALYSIS

MODEL CITIES
PORTLAND, OREGON

PROJECT TITLE Foster Care Homes
PROJECT NUMBER 15-10
PROJECT STATUS ☐ New
☒ Expanded
OPERATING AGENCY Children's Services Division
PLANNING COMPONENT Social
ADMINISTRATIVE NUMBER 1400
PROGRAM ACCOUNT _____
CITIZENS' WORKING COMMITTEE Law and Justice W. C.

PROJECT FUNDING	100% SUPPLEMENTAL	USING SUPPLEMENTAL	USING CATEGORICAL	OTHER	TOTAL
Anticipated		\$9,726	\$22,280		\$32,006
Affirmed					

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SUMMARY OF
SPECIALIZED FOSTER HOME PROGRAM

In 1970, the Multnomah County Juvenile Court made over 900 juvenile delinquency dispositions from the Model Neighborhood Area, not including dependency or other referrals of model neighborhood youth. Planning for children's needs outside of their own homes has been severely limited by a lack of foster home resources. There is a need for a Foster Home Program to care for these children, particularly for children from minority races.

Too often, because of a lack of foster home resources, children are kept too long in detention or shelter care facilities. Also children are returned to their own homes which cannot provide an adequate structure and the child becomes involved in subsequent delinquencies or other anti-social behavior. Some of the problems of helping children in the Model Cities area are due to environmental and cultural forces which are sometimes inconsistent with the American middle class society.

The expansion of the Foster Home Program will provide approximately 20 Model Neighborhood youth with placement in 20 certified foster homes. The program includes a training component for staff, parents and foster parents, a fee-for-service above the normal board rate, and special rate payments for the care of specific children with exceptional problems. Designed levels of expectation for foster parents are built into the program. A Model Cities Foster Parent Federation will be formed to deal specifically with problems of Model Cities foster children.

The Children's Service Division of the State of Oregon will be the operating agency for the project.

This program will be funded by \$9,726 of supplemental funds and \$22,280 of Title IV-A funds for a total cost of \$32,006 for the period of 4/1/72-6/15/72. During this 2-1/2 month period, expansion of the program will begin to continue into 3rd AY.

I. PURPOSE AND BENEFICIARIES

The purpose of this project is to provide an enriched foster family care program in the Model Cities Neighborhood through intensive recruitment and a fee-for-service to foster parents as an aid in recruiting foster homes, particularly from families who have marginal incomes but who can provide adequate care for foster children.

Beneficiaries:

1. Residents of the Model Cities Neighborhood
2. Approximately 20 children who are recipients of the program
3. Approximately 20 families who will be certified as foster family homes for the project
4. Parents of the children who are placed in the foster family project
5. MNA residents who are employed in the project.

II. CONTENT AND OPERATION

An urgent need exists for foster homes for children in the Model Cities area. Previous to the inception of this program, the Juvenile Court had only one foster home available for children from minority races. Income and ethnic customs have limited the number of homes that are available. An intensive recruitment program with a fee-for-service utilizing residents from the area will be incorporated in the specialized foster home program.

The project will include the following functions:

Function 1--Continue, expand and enrich the foster family care project

Function 2--Establish the Model Cities Foster Parents Federation

Function 3--Provide training and employment for Model Cities residents

Function 4--Develop a liaison with the schools on behalf of the children in the project and provide preventive work for newly identified cases from school referrals.

These four functional elements are sufficient for providing alternative care and extended services to disadvantaged children by actively recruiting and using resources within the Model Cities Area.

The functions will operate as follows:

- a. Besides using the usual news media to advertise the need for foster parents in this area, it is proposed that the staff will make personal contact with the MN citizens to actively recruit and develop foster homes

The Children's Services Division will establish a differential board rate for foster care. A fee-for-

Key activities related to these functions for the 2-1/2 month period of this description are as follows:

Activity 1-1 Transfer of program from Juvenile Court to CSD
- April 1, 1972

1-2 Recruit and select staff

1-3 Orient staff

1-4 Certify current foster homes

1-5 Develop method of screening children for possible placement in project foster homes

1-6 Provide counseling for foster children, parents, foster parents

1-7 Begin development recreational/cultural activities

1-8 Be prepared to place new children in foster care

Activity 2-1 Begin organizing Foster Parents Association

2-2 Consult with Tri-County Foster Parents Assoc.

2-3 Draw up constitution and by-laws

2-4 Recruit members

Activity 3-1 Begin development of training plan for foster parents

Activity 4-1 Establish liaison with MNA schools

III. TIMETABLE

The Foster Home Program was approved and funded for \$38,782 for 2nd Action Year.

This project description is for a 2.5 month expansion of the 2nd Action year, from April 1, 1972 to June 15, 1972.

The expansion of the program will begin April 1, 1972 with the hiring and training of additional staff, certification of current foster homes, development of a training program and development of the Foster Parents Association in the MNA. The 2-1/2 month period will begin expansion which will continue in 3rd AY.

IV. FUNDING

The total funding for the 2-1/2 month period is \$32,006, of which \$9,726 is HUD Supplemental and \$22,280 is Title IV-A funds.

V. PROJECT ADMINISTRATION

This project will be administered by the Children's Services Division through its Multi-Service Center District Office.

service with designed levels of expectations will be Added to the basic rate as an aid in the recruitment of foster homes of low or marginal incomes. In addition to the board rate and fee-for-service, special rate payments will be made for the care of specific children who exhibit highly exceptional problems. These rates will be commensurate with the skills and services required of foster parents for the extraordinary care given.

Approximately 20 certified foster homes will be recruited to provide care for 20 MN foster children.

- b. A Model Cities Foster Parent Federation will be established as a part of the Tri-County Foster Parent Association. By maintaining a degree of autonomy, the foster parents from the Model Neighborhood will be able to focus on neighborhood problems related to the children placed in their care. The Federation will establish its own purposes, goals and objectives. Consultation will be available from a CSO staff member.
- c. Training and employment will be provided for Model Neighborhood residents. Informal group discussions, as well as purchased educational courses, will be provided for foster parents and staff to develop skills and understanding of the children who have need of placement in this project.

Positions to be filled in relation to staff will be advertised in the Model Neighborhood. Foster families certified for this project will reside in the Model Cities area.

Training sessions will include staff, foster parents and natural parents.

- d. A liaison program with the Model Neighborhood schools will be developed as a means of unifying mutual efforts and coordinating resource utilization between the schools and the Children's Services Division on behalf of the children in the project. A process will be established whereby children identified by the schools as exhibiting problematic behavior may be referred to the Children's Services Division for appropriate preventive services.

VI. PROJECT COORDINATION

To be most effective, the project will be coordinated with the following agencies:

Albina Legal Aid Society	Police Community Relations
Portland Public Schools	Multnomah Juvenile Court
Neighborhood Youth Corps	Portland Metropolitan Steering Committee
Albina Youth Opportunity School	C-CAP
Young Men's Christian Met Association	Highland Community Center
Young Women's Christian Association	Metropolitan Youth Commission
Welfare Division	Albina Ministerial Association
Health Department	Model Cities Youth Care Centers
U of O Medical School	OSU Extension Service
	4-C
	State of Oregon Albina Multi-Service Center

VII. MONITORING AND EVALUATION

This project will be evaluated according to the overall CDA evaluation requirements. Monitoring will be done by monthly and quarterly reports. The following are process-output measures by which the project's progress will be judged.

1. Enrich and expand the foster family care program:

- _____ Number of MNA residents applying for foster home certification
- _____ Number of MNA residents certified as foster parents
- _____ Number of placements available
- _____ Number of children referred for placement in the MN foster home project
- _____ Number of children in certified foster homes
- _____ Number of own (natural) parents receiving individual counseling
- _____ Number of children who return home
- _____ Number of above regular rates paid
- _____ Number of children in project who have returned home but have returned to foster home project
- _____ Number of children receiving on-going medical/dental/psychiatric care while in foster care
- _____ Number of MNA staff employed on this project.

2. Establish a Model Cities Foster Parent Group:

- _____ Number of formation meetings (or organizational meetings) attended by foster parents
- _____ Number of foster parents who are members
- _____ Number of foster parents attending each meeting
- _____ Number of meetings per month.

3. Provide training and employment for Model Cities residents:

- _____ Number of MNA residents involved in a foster parent training program
- _____ Number of CSD staff involved in a foster parent training program
- _____ Number of natural parents involved in a training program
- _____ Number of formal education courses offered to staff/foster parents/other interested MNA residents
- _____ Number of informal but planned discussions attended by parents/foster parents/staff.

4. Preventive work with newly identified cases from school referrals:

- _____ Number of contacts with MNA schools
- _____ Number of referrals from schools
- _____ Number of school referrals being referred to other agencies
- _____ Number of school referrals entering foster care
- _____ Number of school referrals receiving counseling/psychiatric care.

VIII. CITIZEN PARTICIPATION

1. Model Neighborhood residents will be involved in this project in the selection of the four top positions
2. MNA residents will be members of the Foster Parents Federation
3. MNA residents will be involved in the planning of programs and in the evaluation of the program
4. MNA residents will be employed in the project staff
5. MNA residents will be certified as foster parents
6. Children of the MNA will benefit from the improved working relationships with the Model Cities District of the Children's Services Division.

IX. RESIDENT EMPLOYMENT

All job vacancies will be advertised in the MNA. A Citizens Planning Board member will be involved in the screening process.

There will be opportunities for employment of Model Neighborhood residents on all levels. The director will be responsible for recruiting for staff positions from the resident population.

(See attached)

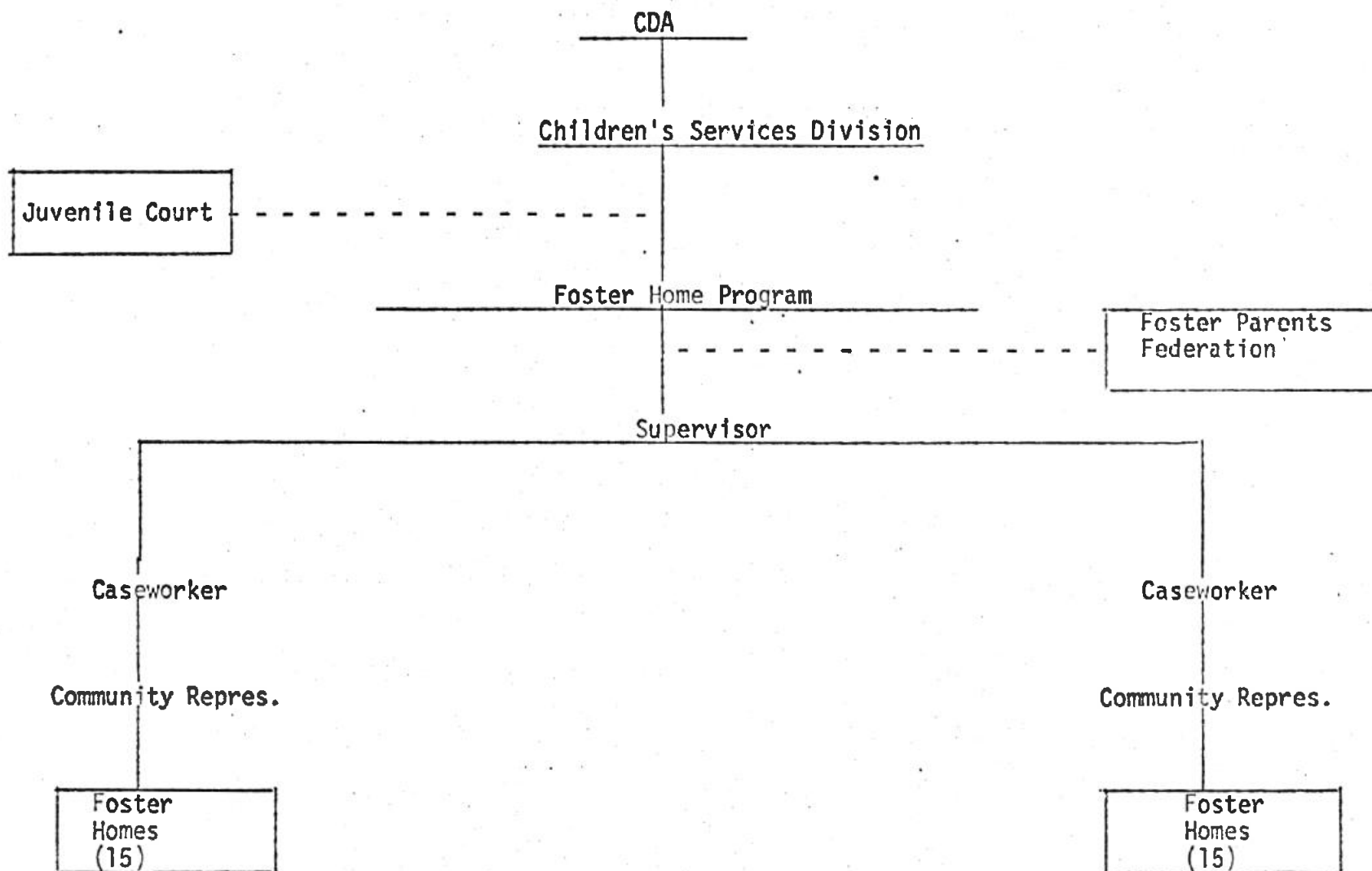
X. BUDGET

See attached.

TIME TABLE

DATE 3/29/72

ACTIVITY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	1973 JAN	FEB	MAR	APR	MAY	JUNE
Activity 1-1 Transfer program from Juv. Crt. to CSD										→			
1-2 Recruit, select staff											→		
1-3 Orient staff- profession training											→		
1-4 Certify current foster homes											→		
1-5 Develop method of screening for place- ment											→		
1-6 Ongoing counseling for children, parents foster parents											→		
1-7 Prepare to place new children in foster care											→		
2-1 Begin formation of Foster Parents Assn.											→		
3-1 Development training plan for foster parents											→		
4-1 Establish liaison with schools											→		



RESIDENT EMPLOYMENT

Project Title: Foster Home Program

☐ New

☒ Continuing

Total number of persons employed by project - First Action Year _____

Second Action Year 6

Third Action Year _____

Number of residents employed - - - First Action Year _____

Second Action Year _____

Third Action Year _____

RESIDENT JOB DESCRIPTION

1 Supervisor

2 Caseworkers

2 Community Agents

1 Clerk

See job descriptions attached

Operating Agency: Children's Services Division

Job Description

Civil Service

CASEWORK SUPERVISOR

General Description: The Casework Supervisor will supervise, coordinate and plan for the operation of a specialized foster care program. He will supervise, direct and coordinate the activities of the unit of two caseworkers, two service assistants (community representatives) and one clerical person. He will be directly responsible to the District Manager with weekly and/or as needed conferences being the means of direct supervision.

General Description of duties:

1. Supervises casework unit in planning, administrating and total operation of program. Provide basic leadership in planning and development of total program. Establish and maintain liaison with other agencies and resources in the community. Attends meetings related to promotion and supportative maintenance of the program both within and outside of agency. Plans and develops training programs for staff and foster parents. Plans with District Manager and other administrative personnel regarding program improvement and enrichment. Plans the development of an ongoing program monitoring and evaluation system. Reads, examines and assigns new or transferred cases; points out areas requiring attention or corrections, reviews incoming and outgoing correspondence and reports; reviews case records for content, accuracy and adequacy of planning; maintains regular conferences with workers to review current casework planning, etc; evaluates workers professional growth.
2. Provides guidance to workers in evaluating and planning in total area of services and responsibilities to families and children; encourages objectivity and self-understanding; promotes decision making and independent judgment in casework planning; interprets and reenforces agency policies and procedures.
3. Provides professional and moral support to caseworkers in the decision making process; secures coverage for and makes decisions for caseworkers in their absence; protects worker from pressures whenever possible and accompanies workers to conferences with appropriate agency representatives and individuals.
4. Assists staff in learning agency policies and procedures; provides direction and encourages workers to present case problem areas when they have difficulty. Confers with District Manager, Juvenile Court personnel, independent social agency, schools and other community resources regarding broad areas of concern.
5. Develops and implements and sustains staff training programs including training for foster parents.

6. Read, review and study literature related to the professional activity.

Qualifications: BA degree, with a minimum of six years in casework and placement of children in substitute care is required. MSW is preferred; however, the BA degree plus two years of experience for one year of graduate training may be substituted if graduate training is lacking and the applicant has demonstrated competence.

Civil Service

SOCIAL WORKER II

General Description: The Social Worker II provides advice and comprehensive social work, analyzes and interprets social problems of children and their families, and does related work as required.

The Social Worker II will be directly responsible to the supervisor of the foster care program. Cases are assigned on the basis of evidence of severe emotional disturbance and anti-social behavior. Individual cases and the needs of each determine the amount of work to be done. Casework planning and activities are reviewed in weekly conference.

General Description of duties:

1. • Conducts intensive casework interviews with children, relatives, foster parents and other appropriate persons to operate pertinent information and the position of diagnosing problems; develops diagnostically based treatment plans and conducts treatment interviews which involve a variety of methods and techniques.
2. Places children in selected foster homes as a part of treatment planning through regular follow-up interviews; supervises the placement through regular visits and assists with adjustment problems toward the goal of rehabilitating the family. Identifies and analyzes implements to the treatment process and initiates appropriate activities designed to promote improvement.
3. Assists in the preparation of and participates in conferences with other disciplines for diagnostic decisions, treatment, planning and evaluation; confers with citizens and public officials and speaks before groups and organizations to interpret program and to develop local treatment resources.
4. Maintains adequate case records and statistical controls; assists in planning and developing the program monitoring an evaluation system; prepares other reports as requested.
5. Provides crisis counseling to troubled children and/or foster parents whenever such is required; is available to the foster parents and foster children as needed.
6. Participates in on-going training programs to improve casework skills.

Qualifications: A BA in Social Sciences is required, with an appropriate number of years experience in casework service to children and demonstrated competence in lieu of graduate degree (MSW preferred).

Civil Service

CASEWORKER 4

General description: The Caseworker 4 performs intensive and advanced casework for a specialized caseload, and does related work as required. Case assignments are made by the supervisor of the foster care program. Work activities are reviewed by way of weekly casework conferences.

The job requires frequent face-to-face contacts with parents, children, foster parents and related persons, as well as telephone contacts. Applicant must be able to make decisions as to appropriate alternatives of treatment plan in all cases.

General description of duties:

1. Provides intensive casework service to emotionally disturbed or pre-delinquent children in limited caseloads; interacts with child frequent interviews and counsels child's parents; interviews, counsels and consults with foster parents. Plans and initiates group counselling for children and adults, when appropriate.
2. Utilizes services of other disciplines to determine diagnosis and treatment plan. Consults with doctors, psychiatrists, ministers, etc., regarding diagnosis and planning for child and families rehabilitation.
3. Establishes and maintains working relationship with appropriate school and court personnel to facilitate related planning for child; confers with teachers, community agents, counselors. Speaks to individuals, groups and organizations to interpret program and to promote development of new resources of community support.
4. Maintains adequate case records and statistical tools as required; establishes a casework plan for each case; reviews progress in each case frequently to determine effectiveness of activities. Completes all forms necessary to adequate document planning activities. Participates in periodic evaluations of program. Participates in planning for on-going training program for staff and foster parents.
5. Conducts home and office interviews with parents in cases where application of advanced techniques is required to alleviate serious individual or family breakdown, and to rehabilitate a family to normal functioning.
6. Drives automobile to conduct field contacts.

Qualifications: BA in Social Services is required, plus three years of casework experience or satisfactory equivalent. The applicant must demonstrate a knowledge and understanding of child growth, development, and behavior, and must possess a knowledge of principles, methods and practices of casework. The applicant must show an ability to express ideas clearly and accurately, to work independently, and to employ good judgment.

Civil Service

CLERK

General Description: The Clerk 2T will provide clerical support for a specialized foster care unit, and will be responsible for all clerical activities related to the support of the work unit once case is assigned to unit. Employee will have specific assignment of tasks to perform. Supervision flows from the Office Secretary through conferences, observations and periodic review of work output.

General Description of duties:

1. Types and sends correspondence for professional staff; types forms necessary for case records. Maintains log of active cases; types forms related to foster home records and certification. Executes case closings and transfers at direction of professional staff.
2. Provides telephone coverage for other unit members when they are absent or leave "protected" time.
3. Authorizes payments at direction of caseworker.
4. Performs any other clerical tasks as required to support unit activity.

Qualifications: The applicant must show proficiency in typing and English (spelling and grammar), and must be able to meet civil service standards.

Civil Service

ASSISTANT SERVICE WORKER

General Description: The Assistant Service Worker provides supportive services and functions as a facilitator in communication between agency, clients and community. Applicant is responsible to the Casework Supervisor and duties are assigned in staffing conference. The job involves frequent face-to-face contacts with parents, children and foster parents, as well as with the community and professionals.

General description of duties:

1. Performs service activities as a team member in carrying out comprehensive social plans to children who demonstrate severe emotional disturbance (anti social) or pre-delinquent behavior and their families. Tasks to be performed will be determined in conference staffing with caseworker and supervisor. Tasks might include, but not be limited to, helping parents to accept services of agency; helping families recognize and accept need for planning for substitute care for some or all of children; interpreting agency policy; providing emergency child care; providing supportive liaison services between child's family and foster family.
2. Provides direct, one-time services to clients; i.e., arranging appointments with public and private agencies, assist parents in locating housing, household items; demonstrates to clients how they can utilize community resources; provides information regarding available services and resources. Provides supportive services to foster parents.
3. Participates in staff development and training program through attendance at workshops, training sessions designed to develop and improve job related skills and knowledge.
4. Confers with supervisor regarding own assignment, performance, which includes staffing and review of cases shared by the caseworker - service assistant team.
5. Provides transportation or escort services to child and foster parents or to natural parents to medical appointments, other agencies or community resources. Accompanies child on recreational outings and reports on activities and observations as a means of providing input of diagnostic or appraisal information. Contacts businesses, social and church groups to develop potential resources in the community.
6. Performs public relations and information function by speaking to civic groups, organizations about the agency's program.

Qualifications: A high school diploma or its equivalent is required. The applicant must be able to meet, associate and interact with people at different cultural and/or educational levels. The applicant should have knowledge of and experience in the community in which he will serve.