

FIVE-YEAR LOCAL PLANNING PROCESS OUTLINE V.1.0 – Review Draft #1

This outline is designed to guide the local planning teams in developing the *Florida Child Abuse Prevention and Permanency Plan: July 2010 – June 2015*. The plan will cover three major areas of focus:

- 5-Year Plan on the Prevention of Abuse, Abandonment and Neglect of Children
- 5-Year Plan on the Promotion of Adoption
- 5-Year Plan on the Support of Adoptive Families

The content of the outline arises from the provisions of §39.001(8)(b)6. and the *Florida Child Abuse Prevention and Permanency Plan: July 2009 – June 2010*. Please note:

- The first draft of the local circuit plan is due to the Governor's Office of Adoption and Child Protection on or before 5 February 2010.
- The final draft is due on or before 21 May 2010.

See the SUBMISSION section of this outline for information about number of copies and the destination address. Thanks!

PURPOSE

The local circuit plan and plan update will cover eighteen months, beginning **1 July 2010 and ending 30 June 2015**. It will serve four major purposes:

- **First**, it will provide an integrated approach that will guide your circuit's efforts to strengthen Florida's families, creating a better environment for its children.
- **Second**, it will telescope child maltreatment prevention efforts to focus on preventing abuse, abandonment and neglect before they occur:
 - Primary prevention – Accessible by the general public in order to prevent child abuse, abandonment and neglect from occurring.
 - Secondary prevention – Geared to families who are vulnerable and at risk of maltreating their children in order to prevent child abuse, abandonment and neglect from occurring.
- **Third**, your circuit plan of action, along with all the other circuit plans of action from around the state, will form the basis for the statewide plan of action and plan update being developed by the Governor's Child Abuse Prevention and Permanency Advisory Council, which is due to the Governor and the Legislature on 30 June 2010.
- **Fourth**, it will provide the structure for monitoring and reporting progress toward meeting the plan goals and objectives

This outline has been created to assist you in developing a local plan of action that will conform to state requirements described in Subsection 39.001 (8)(b)(6), Florida Statutes. The Governor's Child Abuse Prevention and Permanency Advisory Council will incorporate information from all the local circuit plans in the development of the statewide plan and copies of the final local circuit plans will become a part of the state plan.

SUBMISSION

Three hard copies (including one with original signatures) and one electronic copy of the first draft of the local circuit plan **must be submitted by 5 February 2010** to:

Jim Kallinger, Chief Child Advocate
Executive Office of the Governor
The Capitol, Suite 2002
Tallahassee, FL 32399-0001.

CONTACT FOR INFORMATION AND ASSISTANCE ABOUT THE PLANNING EFFORT:

Barbara Foster, Deputy Chief Child Advocate
Executive Office of the Governor
The Capitol, Suite 2002
Tallahassee, FL 32399-0001
Telephone: 850-921-2015
Fax: 850-921-0173
Email: Barbara.Foster@myflorida.com
Web Site for Local Planning Teams: http://www.flgov.com/ca_lpt
Web Site for the Child Abuse Prevention and Permanency Advisory Council:
http://www.flgov.com/child_abuse_prevention

OVERVIEW OF THE PLAN AND ITS COMPONENT PARTS

The format of the local circuit plan and plan update will follow the outline provided in this document. The major headings for this outline include:

Part 1 Introduction to the Plan and Plan Update

- I. Circuit transmittal information
- II. Process used to develop the plan and plan update

Part 2 Plan for the Prevention of Abuse, Abandonment and Neglect of Children

Definitions: Two types of prevention of abuse, abandonment and neglect (child maltreatment) of children are to be addressed in this plan:

- Primary prevention – Accessible by the general public in order to prevent child abuse, abandonment and neglect from occurring.
 - Secondary prevention – Geared to families who are vulnerable and at risk of maltreating their children in order to prevent child abuse, abandonment and neglect from occurring.
- I. Status of child maltreatment (including the documentation of the magnitude of the problems of child abuse, including sexual abuse, physical abuse, and emotional abuse, and child abuse, abandonment and neglect in the geographical area) §39.001(8)(b)6.a
 - II. A continuum of programs necessary for a comprehensive approach to prevention of all types of child abuse, abandonment, and neglect (including brief descriptions of such programs and services) §39.001(8)(b)6.f
 - III. Description of programs currently serving abused, abandoned, and neglected children and their families (including information on the impact, cost-effectiveness, and sources of funding) §39.001(8)(b)6.b
 - IV. Description of programs for the prevention of child abuse, abandonment, and neglect (including information on the impact, cost-effectiveness, and sources of funding) §39.001(8)(b)6.b
 - V. A description, documentation, and priority ranking of local needs related to the prevention of child abuse, abandonment, and neglect based upon the continuum of programs (see IV) and services (see III). §39.001(8)(b)6.g

- VI. A plan for steps to be taken in meeting identified needs, including the coordination and integration of services to avoid unnecessary duplication and cost, and for alternative funding strategies for meeting needs through the reallocation of existing resources, utilization of volunteers, contracting with local universities for services, and local government or private agency funding §39.001(8)(b)6.b
- VII. A description of barriers to the accomplishment of a comprehensive approach to the prevention of child abuse, abandonment, and neglect §39.001(8)(b)6.i
- VIII. Recommendations for changes that can be accomplished only at the state program level or by legislative action. §39.001(8)(b)6.j

Part 3 Plan for the Promotion of Adoption

- I. Status of adoption (including information concerning the number of children within the child welfare system available for adoption who need child-specific adoption promotion efforts) §39.001(8)(b)6.c
- II. A continuum of programs necessary for a comprehensive approach to promotion of adoption (including brief descriptions of such programs and services) §39.001(8)(b)6.f
- III. Description of programs currently promoting adoption (including information on the impact, cost-effectiveness, and sources of funding) §39.001(8)(b)6.d
- IV. A description, documentation, and priority ranking of local needs related to the promotion of adoption based upon the continuum of programs (see 3-IV) and services (see 3-III). §39.001(8)(b)6.g
- V. A plan for steps to be taken in meeting identified needs, including the coordination and integration of services to avoid unnecessary duplication and cost, and for alternative funding strategies for meeting needs through the reallocation of existing resources, utilization of volunteers, contracting with local universities for services, and local government or private agency funding §39.001(8)(b)6.b
- VI. A description of barriers to the accomplishment of a comprehensive approach to the promotion of adoption §39.001(8)(b)6.i
- VII. Recommendations for changes that can be accomplished only at the state program level or by legislative action. §39.001(8)(b)6.j

Part 4 Plan for the Support of Adoptive Families

- I. Status of support of adoptive families (to be based upon such areas as the quantity and quality of adoptive parent support groups; quantity and accessibility of adoption competent mental health professionals; educational opportunities available for adoptive parents; and quantity of post adoption services counselors who provide information and referral, temporary case management for emotional support, and educational advocacy)
- II. Description of a comprehensive approach for providing post-adoption services including information on sufficient and accessible parent and teen support groups; case management, information, and referral services; and educational advocacy) §39.001(8)(b)6.e
- III. Description of programs currently supporting adoptive families (including information on the impact, cost-effectiveness, and sources of funding) §39.001(8)(b)6.d
- IV. A description, documentation, and priority ranking of local needs related to the support of adoptive families based upon the comprehensive approach (see 4-III) and services (see 4-II). §39.001(8)(b)6.g
- V. A plan for steps to be taken in meeting identified needs, including the coordination and integration of services to avoid unnecessary duplication and cost, and for alternative funding strategies for meeting needs through the reallocation of existing resources, utilization of volunteers, contracting with local universities for services, and local government or private agency funding §39.001(8)(b)6.b
- VI. A description of barriers to the accomplishment of a comprehensive approach to the support of adoptive families §39.001(8)(b)6.i

- VII. Recommendations for changes that can be accomplished only at the state program level or by legislative action. §39.001(8)(b)6.j

Part 5 Attachments

- I. Local planning team membership and participation roster

PLAN AND PLAN UPDATE OUTLINE

PART 1 – INTRODUCTION TO THE PLAN AND PLAN UPDATE

I. Circuit transmittal information [Use the supplied cover sheet.]

- A. Circuit number and listing of counties served in the circuit
- B. Local planning team convener (accountable circuit employee)
1. Name
 2. Title
 3. Address (street, city, zip)
 4. Telephone
 5. Fax
 6. Email
- C. Local planning team chairman (if different from the convener)
1. Name
 2. Title
 3. Address (street, city, zip)
 4. Telephone
 5. Fax
 6. Email
- D. Circuit administrator
1. Printed name
 2. Signature
 3. Date of signature

II. Process used to develop the plan and plan update

- A. Who led the planning effort
- B. Narrative description of the circuit and the demographics of the counties in the circuit
- C. Brief narrative description of the membership of the planning teams(s) *Note: the roster should be placed as Attachment 1.*
- D. Overview of the meetings held
- E. Overview of the plan development process

WHAT WE ARE THINKING ABOUT

[Part 2.II, Part 3.II, and Part 4.II]

A continuum of programs necessary for a comprehensive approach ... (including brief descriptions of such programs and services) §39.001(8)(b)6.f

and

Description of a comprehensive approach for providing post-adoption services including information on sufficient and accessible parent and teen support groups; case management, information, and referral services; and educational advocacy) §39.001(8)(b)6.e

Prevention of Child Abuse, Abandonment and Neglect

(Note: The ✓s will need to be applied correctly via the workgroups.)

Continuum of Programs Necessary for a Comprehensive Approach	FSI Goal 1	WCC Goal 2	FBPI Goal 3	PPP Goal 4	HFF Goal 5	STHV Goal 6
Primary Prevention / Universal Strategies – Activities that are targeted toward the community at large. They are meant to impact families prior to the occurrence of child maltreatment.						
Public Awareness campaigns – Highlighting the risk/protective factors, where to get support, child development, reporting of potential abuse/neglect, etc	✓	✓	✓			
Outreach and public education services – Highlighting the risk/protective factors, where to get support, reporting of potential abuse/neglect, child development and positive parenting, etc.	✓	✓	✓	✓		
Information and referral regarding community and social services available for families	✓	✓	✓			
Family supportive programs – Parent support groups, family resource centers, voluntary home visiting programs, etc.	✓	✓	✓	✓		✓

(Note: The ✓s will need to be applied correctly via the workgroups.)

Continuum of Programs Necessary for a Comprehensive Approach	FSI Goal 1	WCC Goal 2	FBPI Goal 3	PPP Goal 4	HFF Goal 5	STHV Goal 6
Secondary Prevention / Selected Strategies – Activities targeted to vulnerable families that have multiple risk factors, including families with substance abuse, teen parents, parents of special needs children, single parents, and low income families. They are meant to impact families prior to the occurrence of child maltreatment.						
Parenting Classes – Child development, parenting skills, etc.	✓	✓	✓	✓	✓	✓
Domestic violence services.		✓	✓			
Concrete services – Clothing, food, utility payments, housing assistance, job training, transportation, etc.	✓	✓	✓			
Counseling – For adults and for children	✓	✓	✓		✓	✓
Respite care – Crisis nurseries, homemaker, parent aide, etc.		✓	✓			✓
Voluntary home visiting – For new parents, pregnant teens, parents who meet the HFF and HS criteria, etc.		✓	✓		✓	✓
Parenting program for new moms	✓	✓	✓		✓	✓
Parent mutual support/self-help groups	✓	✓	✓		✓	
Mentoring programs for high risk youth		✓	✓			
Family resource centers/family support services for at risk families	✓	✓	✓			
Home-based early intervention services for at risk parents – support for parents with children with special needs, services/supports for children with special needs		✓	✓		✓	✓

Promotion of Adoption

(Note: The ✓s will need to be applied correctly via the workgroups.)

Continuum of Programs Necessary for a Comprehensive Approach	EA Goal 1	FBAI Goal 2	HGNF Goal 3	CSP Goal 4
Adoption awareness campaign	✓	✓	✓	
Targeted recruitment efforts	✓	✓	✓	
Child-specific recruitment efforts		✓	✓	
Orientation for interested parents		✓		✓
Assistance (navigating the system) for prospective parents		✓		✓
Pre-adoption training for prospective parents (e.g., MAPP)		✓		✓
Pre-adoption information (what to expect, core issues of adoption, resources and support groups, etc.) for “waiting” parents		✓		✓
Placement case management – match staffing, placement supervision, (child history disclosure, anticipated child-specific services and training needs, etc.) for “pre-adoptive” parents				✓

Support of Adoptive Families

(Note: The ✓s will need to be applied correctly via the workgroups.)

Comprehensive Approach	EA Goal 1	FBAI Goal 2	HGNF Goal 3	CSP Goal 4
Education and training services for parents and children		✓		✓
Mental health assistance services for parents and children		✓		✓
Supportive assistance services for parents and children		✓		✓

[Part 2.III & Part 2.IV, Part 3.III, and Part IV.III]

Descriptions of programs currently ... (including information on the impact, cost-effectiveness, and sources of funding) §39.001(8)(b)6.b and §39.001(8)(b)6.b

Using the continuum/comprehensive approach, for each program ... provide:

- Name of the program
- Target audience for the program
- Counties served by the program
- Number of families, children served
- Most recent impact data (with date of collection)
- Most recent cost-effectiveness data (with date of determination)
- Sources of funding

[Part 2.V, Part 3.IV, and Part 4.IV]

A description, documentation, and priority ranking of local needs related to ... based upon the continuum of programs and services. §39.001(8)(b)6.g

[Part 2.VI, Part 3.V, and Part 4.V]

A plan for steps to be taken in meeting identified needs, including the coordination and integration of services to avoid unnecessary duplication and cost, and for alternative funding strategies for meeting needs through the reallocation of existing resources, utilization of volunteers, contracting with local universities for services, and local government or private agency funding §39.001(8)(b)6.h

The Circuit's Overall Goal for this Initiative:

By 30 June 2015, Circuit __ will _____

Circuit Action Plan

Action Area	Measurable Impact Objectives (Results)	Action Steps	Lead	Implementation Partners	Date to Begin	Date to Finish
1. _____	1.1 By June 2011 1.5 By June 2015...	1.1.1 1.1.2 . . 1.5.1 1.5.2				
2. _____	2.1 By June 2011... . . . 2.5 By June 2015...	2.1.1 2.1.2 2.1.3 . . 2.5.1 2.5.2				
n. _____	n.1 By June 2011 n.5 By June 2015...	n.1.1 n.1.2 . . n.5.1 n.5.2				

[Part 2.VII, Part 2.VII, Part 3.VI, Part 3.VII, Part 4.VI and Part 4.VII]

A description of barriers to the accomplishment of a comprehensive approach to the support of adoptive families §39.001(8)(b)6.i

Recommendations for changes that can be accomplished only at the state program level or by legislative action. §39.001(8)(b)6.j

- Ask for lists for each of these.