



# California Community Colleges

## MEMORANDUM

September 7, 2018

SS 18-30 | Via Email

TO: Foster and Kinship Care Education Instructional Specialists

FROM: Jillian Luis, Specialist  
Foster and Kinship Care Education

RE: 2018-19 Foster and Kinship Care Education Allocations

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**Synopsis:** Attached are the 2018-19 Foster and Kinship Care Education (FKCE) allocations. The FKCE allocation formula first provides each of 60 college programs a base of \$50,000. The remaining funds are then allocated based on each college's proportionate share of the total statewide training hours provided in the previous year. With the exception of those colleges incurring penalties, each college is protected at 95% of their previous year's initial allocation.

**Payment Process:** FKCE Local Assistance dollars are composed of both state Proposition 98 dollars and federal Title 4-E drawdown funds. As in the previous fiscal year, the state share is paid out monthly through Apportionment and the federal share is paid following a scheduled payment system. Districts are not required to invoice for these funds.

**Planning for 2019-20:** The rate at which FKCE draws down the federal share of Local Assistance is guaranteed in a three-year Interagency Agreement with the California Department of Social Services. This Agreement is up for renewal in 2019-20, at which time the amount our system can draw down will be recalculated. Based on 2018-19 factors we are estimating a cut of about 7%, or \$600,000, statewide. With this in mind Chancellor's Office staff will be convening with stakeholders to consider developing an alternate funding formula that allocates funds more equitably and reduces the emphasis on annual training hours. There will be opportunities for review and input throughout the year.

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**Chancellor's Office, Student Services and Special Programs**

1102 Q Street, Sacramento, California 95811 | Sixth Floor | 916.445.8752

[www.CaliforniaCommunityColleges.cccco.edu](http://www.CaliforniaCommunityColleges.cccco.edu)

**2018-19 FKCE Allocations**

September 7, 2018

Additionally, beginning in 2019-20 the Chancellor's Office will use prior prior year data – 2017-18 training hours – when running the allocation formula. This decision follows a precedent set by other categorical programs and will allow the Chancellor's Office to release allocations and corresponding program forms in early July upon the passage of the state budget act.

**2018-19 Beginning Year Forms:** The 2018-19 budget template, program plan template, and additional forms will be sent in a separate email within the next week.

**2018-19 CSEC Training Program:** At this time the Chancellor's Office does not have an executed contract for the CSEC training program, so colleges should use FKCE funds to pay for costs associated with CSEC trainings. Updates will be provided via email once they become available.

If you have any questions or concerns, please contact Jillian Luis at [jluis@cccco.edu](mailto:jluis@cccco.edu) or (916) 322-5246.

cc: Mia Keeley, Dean of Student Services and Special Programs

**California Community Colleges  
Foster and Kinship Care Education  
FY 2018-19 Allocation**

College	Allocation	Regional Coordination	Total Funding	General Portion	Federal Portion
ALLAN HANCOCK	\$ 104,787.00	\$ -	\$ 104,787.00	57,891.00	46,896.00
AMERICAN RIVER	\$ 210,925.00	\$ -	\$ 210,925.00	116,529.00	94,396.00
ANTELOPE VALLEY	\$ 97,573.00	\$ -	\$ 97,573.00	53,906.00	43,667.00
BAKERSFIELD	\$ 189,090.00	\$ -	\$ 189,090.00	104,466.00	84,624.00
BARSTOW	\$ 210,365.00	\$ -	\$ 210,365.00	116,220.00	94,145.00
BUTTE	\$ 311,151.00	\$ -	\$ 311,151.00	171,901.00	139,250.00
CABRILLO	\$ 98,207.00	\$ -	\$ 98,207.00	54,257.00	43,950.00
CANADA	\$ 85,984.00	\$ -	\$ 85,984.00	47,503.00	38,481.00
CANYONS	\$ 89,994.00	\$ -	\$ 89,994.00	49,719.00	40,275.00
CERRITOS	\$ 161,894.00	\$ -	\$ 161,894.00	89,441.00	72,453.00
CHABOT	\$ 82,744.00	\$ -	\$ 82,744.00	45,713.00	37,031.00
CITRUS	\$ 408,449.00	\$ -	\$ 408,449.00	225,655.00	182,794.00
COLUMBIA	\$ 98,872.00	\$ -	\$ 98,872.00	54,623.00	44,249.00
COMPTON	\$ 110,976.00	\$ -	\$ 110,976.00	61,311.00	49,665.00
CONTRA COSTA	\$ 79,548.00	\$ -	\$ 79,548.00	43,948.00	35,600.00
CUESTA	\$ 249,590.00	\$ 6,000.00	\$ 255,590.00	141,205.00	114,385.00
DIABLO VALLEY	\$ 156,964.00	\$ -	\$ 156,964.00	86,718.00	70,246.00
EAST L.A.	\$ 139,053.00	\$ -	\$ 139,053.00	76,822.00	62,231.00
EL CAMINO	\$ 99,873.00	\$ -	\$ 99,873.00	55,176.00	44,697.00
FOLSOM LAKE	\$ 95,385.00	\$ 6,000.00	\$ 101,385.00	56,011.00	45,374.00
FRESNO CITY	\$ 137,853.00	\$ -	\$ 137,853.00	76,159.00	61,694.00
GROSSMONT	\$ 717,849.00	\$ 6,000.00	\$ 723,849.00	399,903.00	323,946.00
HARTNELL	\$ 203,117.00	\$ 6,000.00	\$ 209,117.00	115,530.00	93,587.00
IMPERIAL VALLEY	\$ 70,993.00	\$ -	\$ 70,993.00	39,221.00	31,772.00
L.A. CITY	\$ 139,280.00	\$ -	\$ 139,280.00	76,948.00	62,332.00
L.A. HARBOR	\$ 195,003.00	\$ -	\$ 195,003.00	107,733.00	87,270.00
L.A. MISSION	\$ 144,172.00	\$ 80,000.00	\$ 224,172.00	123,848.00	100,324.00
L.A. PIERCE	\$ 114,982.00	\$ -	\$ 114,982.00	63,524.00	51,458.00
L.A. TRADE-TECH	\$ 152,094.00	\$ -	\$ 152,094.00	84,027.00	68,067.00
LAKE TAHOE	\$ 131,851.00	\$ -	\$ 131,851.00	72,843.00	59,008.00
LAS POSITAS	\$ 96,359.00	\$ 6,000.00	\$ 102,359.00	56,550.00	45,809.00
LASSEN	\$ 65,060.00	\$ -	\$ 65,060.00	35,943.00	29,117.00
LONG BEACH CITY	\$ 245,950.00	\$ -	\$ 245,950.00	135,880.00	110,070.00
LOS MEDANOS	\$ 169,269.00	\$ -	\$ 169,269.00	93,516.00	75,753.00
MARIN	\$ 71,883.00	\$ -	\$ 71,883.00	39,713.00	32,170.00
MENDOCINO	\$ 86,135.00	\$ -	\$ 86,135.00	47,587.00	38,548.00
MODESTO	\$ 105,551.00	\$ -	\$ 105,551.00	58,314.00	47,237.00
NAPA VALLEY	\$ 76,377.00	\$ -	\$ 76,377.00	42,195.00	34,182.00
OXNARD	\$ 116,046.00	\$ -	\$ 116,046.00	64,111.00	51,935.00
PASADENA CITY	\$ 120,631.00	\$ -	\$ 120,631.00	66,644.00	53,987.00
REDWOODS	\$ 213,564.00	\$ -	\$ 213,564.00	117,987.00	95,577.00
RIO HONDO	\$ 178,628.00	\$ -	\$ 178,628.00	98,686.00	79,942.00
RIVERSIDE	\$ 119,662.00	\$ -	\$ 119,662.00	66,110.00	53,552.00

**California Community Colleges  
Foster and Kinship Care Education  
FY 2018-19 Allocation**

College	Allocation	Regional Coordination	Total Funding	General Portion	Federal Portion
SADDEBACK	\$ 208,142.00	\$ -	\$ 208,142.00	114,992.00	93,150.00
SAN BERNARDINO	\$ 160,130.00	\$ -	\$ 160,130.00	88,466.00	71,664.00
SAN FRANCISCO CITY	\$ 73,400.00	\$ -	\$ 73,400.00	40,551.00	32,849.00
SAN JOAQUIN DELTA	\$ 206,831.00	\$ -	\$ 206,831.00	114,267.00	92,564.00
SANTA BARBARA CITY	\$ 126,696.00	\$ -	\$ 126,696.00	69,996.00	56,700.00
SANTA ROSA	\$ 133,528.00	\$ 6,000.00	\$ 139,528.00	77,084.00	62,444.00
SEQUOIAS	\$ 194,880.00	\$ -	\$ 194,880.00	107,665.00	87,215.00
SHASTA	\$ 165,655.00	\$ -	\$ 165,655.00	91,519.00	74,136.00
SIERRA	\$ 117,978.00	\$ -	\$ 117,978.00	65,179.00	52,799.00
SISKIYOU	\$ 108,198.00	\$ -	\$ 108,198.00	59,776.00	48,422.00
SOLANO	\$ 178,449.00	\$ -	\$ 178,449.00	98,588.00	79,861.00
SOUTHWEST L.A.	\$ 127,232.00	\$ -	\$ 127,232.00	70,291.00	56,941.00
VENTURA	\$ 118,897.00	\$ -	\$ 118,897.00	65,686.00	53,211.00
WEST L.A.	\$ 122,754.00	\$ -	\$ 122,754.00	67,818.00	54,936.00
WEST VALLEY	\$ 253,491.00	\$ -	\$ 253,491.00	140,045.00	113,446.00
WOODLAND	\$ 169,455.00	\$ 6,000.00	\$ 175,455.00	96,933.00	78,522.00
YUBA	\$ 168,621.00	\$ -	\$ 168,621.00	93,157.00	75,464.00
	<b>\$ 9,388,070.00</b>	<b>\$ 122,000.00</b>	<b>\$ 9,510,070.00</b>	<b>\$ 5,254,000.00</b>	<b>\$ 4,256,070.00</b>

California Community Colleges  
Foster and Kinship Care Education (FKCE)  
Program Plan  
2018-2019

**Due Date:** October 15, 2018 (Scanned/Emailed)

**Scan and Email to:** FKCEforms@cccco.edu

Please complete and sign a separate Program Plan for each County served.

**PART A: COLLEGE AND COUNTY INFORMATION**

Include the name and address of the college and list the county that the FKCE program has been approved by the Chancellor's Office to serve:

<b>College Name &amp; Address:</b>	<b>Name of County Being Served:</b>
<u>Las Positas College</u>	<u>Alameda County</u>
<u>3000 Campus Hill Drive</u>	
<u>Livermore, CA 94551</u>	

**PART B: COUNTY STATISTICS**

Please provide the following information about the number of Prospective and Approved Resource Families in your county. If possible, please also include a more detailed breakdown within those categories.

Population Category	Number in County
Prospective Resource Families	
<i>Prospective Foster/Adoptive Parents</i>	
<i>Prospective Kinship Care Providers</i>	
<i>Prospective Non-Relative Extended Family Members</i>	
Approved Resource Families	
<i>Approved Foster/Adoptive Homes</i>	225
<i>Approved Kinship Care Homes</i>	1220
<i>Approved Non-Relative Extended Family Members</i>	

**PART C: COUNTY REQUIREMENTS FOR EDUCATION/TRAINING**

1. Report your county's Pre-Approval and Annual (In-Service) training requirements.

RFA Training Requirements	
Number of Pre-Approval Training Hours Required for Resource Families:  Hours: <u>12.5</u>	Who provides required hours?  County ___ College ___ Both _ Other <u>XX</u>  Contract between Chabot College & County
Number of Annual (In-Service) Training Hours Required for Resource Families:  Hours: <u>8</u>	Who provides required hours?  County ___ College ___ Both <u>XX</u> Other ___
Special County Training Requirements (If applicable):  Specify topic name and hours required by county for foster parents: Topic: <u>LGBTQ</u> Hours: <u>2</u>  Specify Topic name and hours required by county for kinship care providers: Topic: _____ Hours: _____	Who provides special county required training for foster parents? County ___ College ___ Both <u>X</u> Other ___  Who provides special county required training for kinship caregivers? County ___ College ___ Both ___ Other ___

2. Does your county contract with the college to provide any training? If so, list the training:  
 Alameda County contracts with Chabot to provide RFA training.

3. Provide a description of your county's policy on Distance Education/Online Learning for both pre-approval and annual hours.  
 There is no official county policy but it is known that 3 hours of training is allowed from an online source.

Pre-Approval	Annual (In-Service)
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<p>Pre-Approval Resource Family Approval training in Alameda County is provided by Chabot College through a \$194,000 contract with Alameda County.</p>	<p>In-Service Training in Alameda County is provided by Las Positas College and Chabot College and is available through Seneca and other county offerings.</p>
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# *Schedule of Classes for Spring 2019*

**Fremont (Central Park Visitor's Center-Boathouse-door faces Lake Elizabeth)  
4000 Paseo Padre Parkway**

Wednesday, January 16	9am-Noon	Baby Care 101
Saturday, January 26	9am-Noon	Self-Regulation—Information & Activities to Support Your Child
Wednesday, February 6	9am-Noon	Preparing for the Unexpected—In Case of Emergency
Tuesday, February 12	9am-Noon	The Toddler Years
Saturday, February 23	9am-Noon	The Toddler Years
Tuesday, March 5	9am-Noon	Caring for Children Who Have Experienced Trauma
Wednesday, March 13	9am-Noon	Baby Care 101
Saturday, March 16	9am-Noon	Preparing for the Unexpected—In Case of Emergency
Saturday, April 6 or 13	9am-Noon	Pre-Teens and Teenagers and Preparing for Adulthood
Tuesday, April 9	9am-Noon	Activities to Support Attachment and Social-Emotional Development
Wednesday, April 17	9am-Noon	Self-Regulation—Information & Activities to Support Your Child
Saturday, May 4	9am-Noon	Caring for Children Who Have Experienced Trauma
Wednesday, May 8	9am-Noon	Caring for Children Who Have Experienced Trauma
Tuesday, May 14	9am-Noon	Baby Care 101

**Livermore (Livermore Library Board Room-in the front doors and to the left)  
1188 South Livermore Avenue**

Wednesday, January 2	6:00-8:45pm	Preparing for the Unexpected—In Case of Emergency
Wednesday, February 6	6:00-8:45pm	Baby Care 101
Wednesday, March 6	6:00-8:45pm	The Toddler Years
Wednesday, April 3	6:00-8:45pm	Pre-Teens and Teenagers and Preparing for Adulthood
Wednesday, May 1	6:00-8:45pm	Caring for Children Who Have Experienced Trauma

**Livermore (Las Positas College, Building 2300-Park in Lot F-door at top of the stairs)  
3000 Campus Hill Drive**

Saturday, January 12	9am-Noon	Baby Care 101
Saturday, January 19	9am-Noon	Activities to Support Attachment and Social-Emotional Development
Saturday, February 2	9am-Noon	Caring for Children Who Have Experienced Trauma
Saturday, February 16	9am-Noon	Pre-Teens and Teenagers and Preparing for Adulthood
Saturday, March 2	9am-Noon	Culture, Race & Identity—What you get Isn't what you see!
Saturday, March 9	9am-Noon	Self-Regulation—Information & Activities to Support Your Child
Saturday, April 20	9am-Noon	Caring for Children Who Have Experienced Trauma
Saturday, April 27	9am-Noon	Pre-Teens and Teenagers and Preparing for Adulthood
Saturday, May 11	9am-Noon	Baby Care 101
Saturday, May 18	9am-Noon	Caring for Children Who Have Experienced Trauma

**Provided by Foster & Kinship Care Education  
Las Positas College, 3000 Campus Hill Drive, Livermore, CA 94551**

**PART E: PROGRAM GOALS & ACTIVITIES FOR 2018-19**

1. Please describe how you ensure that:
  - a. The class content and instructors/facilitators respect and reflect the county's diversity.
  - b. Curriculum meets the intent of law regarding the rights and cultural sensitivity/best practices for all foster youth, including but not limited to LGBTQ, SB 500, and AB 12 youth.

Meetings with county partners, instructors/facilitators and resource parents ensure that we are up-to-date with the needs of our caregivers and the county. Feedback from instructors/facilitators provide insight to where additional instruction, information and support is needed. Continuous monitoring of the CalSWEC website, John Burton Advocates for Youth, Child Welfare Information Gateway, Children's Bureau, CWLA and other resources are used so we are up-to-date on latest communications in the area of child welfare.

2. Please describe how you increase public awareness and visibility around the FKCE program on- and off-campus.

Connection via campus activities and by flyers posted around campus help with public awareness on campus. Notices in our local newspapers and flyers at key places in towns provide information about our program to the community in the community.

3. Please list your hard-to-reach populations and describe how you address their education/training needs.

The hard-to-reach population has to do with caregivers who need child care. Sometimes we are able to partner with organizations who can support us with child care, but those opportunities are few and far between.

**PART F: KEY PROGRAM CONTACTS WITH COUNTY DEPARTMENT OF SOCIAL SERVICES (DSS) AND LOCAL CARE PROVIDERS**

Collaboration and cooperation will occur between the college FKCE Program and the organizations represented by the following key contacts (signatures are not necessary):

County, DSS, RFA Contact
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
Foster Parent Representative
[REDACTED]
[REDACTED]
Fax #:
[REDACTED]
[REDACTED]
Role with Caregiver Association, if applicable: President
Kinship Care Provider Representative
[REDACTED]
[REDACTED]
Fax #:
[REDACTED]
[REDACTED]
Role with Caregiver Association, if applicable:

**PART G: CURRICULUM ADVISORY COMMITTEE**

1. Please attach a list of your Curriculum Advisory Committee members.
2. In the space below, list the Advisory Committee Meeting Dates.

Sept. 6, 2018, Dec. 6, 2018, May 2, 2019 and one spring date TBD via conference call.

**PART H: PROGRAM EVALUATION**

1. Please describe:
  - a. The evaluation process you use to ensure that the goals and objectives listed in your program plan are met and that the education/training provided meets the needs of foster and kinship care providers. Please attach a copy of the evaluation tool you use.
  - b. How the advisory committee is included in the evaluation process.

We do not have an official evaluation process but strive to meet the objectives set in our program plan.

2. Please describe the process you use to evaluate the classes/workshops offered through your program to ensure that the education/training provided meets the needs of foster and kinship care providers and is consistently of high quality. Please attach a copy of the course evaluation tool you use.

Evaluations are examined after every class, and when improvement or change is required, information is shared with the advisory group and guidance is encouraged.

3. If a local needs assessment is done for care providers, please describe and attach a blank copy of the assessment instrument used.

While there is no official assessment instrument used, we have conversations with our caregivers at every class and have made every attempt to provide support and classes when requested.

**Las Positas College  
Foster & Kinship Care Education  
Curriculum Planning Team**

Suarez, Martha	Supervisor, Licensing & Recruitment	510-780-8943
Evans-McWilliams, Gwen	Adoptive/Foster Parent	510-566-2346
Wales, Sarah	Program Manager, Alameda County DCFS	510-268-7907
Loyola, Anne	FKCE Instructional Specialist	925-424-1172
Stewart, Paula	Adoptive Parent/Trainer	510-688-6803
Swanson, Sally	Kinship Caregiver	925-447-2528
Gecox, Heike	Educator	925-424-1436

Sept. 6, and Dec. 6, 2018, May 2, 2019 - One spring date TBD via conference call.

**PART I: DIVERSITY OF FOSTER CHILDREN IN COUNTY**

Please list the ethnic distribution of the foster care population in your county by percentages.

<b>Ethnicity</b>	<b>% Foster Children</b>	<b>Ethnicity</b>	<b>% Foster Children</b>
American Indian	1	White/Caucasian	15
Asian	4	Alaskan Native	
African American	54	Pacific Islander	
Hispanic	15	Other Non-White/Unknown	11

**PART J: ORGANIZATIONAL CHART**

Please attach an organizational chart to this program plan that clearly indicates the area within your college where the FKCE program will be administered and reporting relationships. Also include any FKCE staff (must report to FKCE Instructional Specialist).

**PART K: TEMPLATE OF COURSE OUTLINE**

Please attach an example/template of the form(s) you use for each course outline.

**PART L: COMMITMENT TO DO LETTER OF AGREEMENT\* WITH COUNTY DSS**

Please check this box to indicate this requirement is understood and will be completed by December 7, 2018.

Checking the box above indicates the college commitment to offer a "Letter of Agreement" to the County Department of Social Services (DSS) that illustrates collaboration on training efforts between the DSS and the college and how input on training topics is made by DSS and caregivers. The DSS has the option to decline to participate in a "Letter of Agreement", but the college must submit that in writing.

Please use the sample template that you received last fiscal year. If you are unable to locate it, please let us know and we will forward a copy to you.

**PART M: COMMENTS**

If there are important areas of your program that you have not been able to address in the preceding sections, please use the space provided below (or additional pages if needed) to provide additional information.

**PART N: FKCE PROGRAM CONTACT INFORMATION FOR 2018-19:**

<b>FKCE Instructional Specialist (responsible for day-to-day operation of program)</b>	
Name	Anne Loyola
Campus Title	Program Director/Instructional Specialist

<b>Business Officer (individual who should be included on fiscal emails)</b>	
Name	Alesia High
Campus Title	Business Services Specialist
Email	ahigh@laspositacollege.edu

<b>Supervising Administrator (supervises Instructional Specialist)</b>	
Name	Don Carlson
Campus Title	Dean of Social Science, Library, Public Safety & Career Education
Email	dcarlson@laspositacollege.edu





