**Child Welfare and Juvenile Justice Decategorization Annual Progress Report**

**IAC 441 – 153.18(232)**

**Submission by December 1 of each state fiscal year**

**Decategorization Project Name: Indianola DCAT Cluster**

**Participating Counties: Madison, Marion and Warren**

**Coordinator Name (person preparing the report) and Contact Information: Sarah Gibson, sgibson2@dhs.state.ia.us**

**Date of Report: 11/29/23**

**KEY ACTIVITIES AND PROGRESS**

**Summarize the project’s key activities and the progress toward reaching the project’s desired outcomes during the previous state fiscal year.**

Three local provider meetings are held each month (one in each county) that are comprised of 20-30 local providers including state and private social service agencies, Early Childhood, schools, police, community health, etc. Community planning and needs assessment issues are on-going and discussed at each meeting. Four members from each county group serve on the CPPC/DCAT Steering Committee and review DCAT proposed projects/issues and send recommendations to the DCAT Board approximately two-three times per year. Early Childhood, Community Health and other agencies do needs assessments and many of those individuals are members of the Steering Committee. In addition, the DCAT Coordinator gives data to many of these programs to assist with the completion of their needs assessments and end of year reports. The DCAT Governance Board is comprised of three Board of Supervisors (one from each county), two JCS officers and a DHS liaison. The Board is also a resource for community needs and recent needs assessment conducted by their respective areas as mentioned above. The Board meets about five times per year.

Utilization of Decategorization resources is identified by the community and HHS, with an emphasis on projects/services that will defray traditional child welfare spending as well as ensure non-duplication of services and keep youth from being placed in a more restrictive environment.

**FY23 priorities included: CPPC website (**[**www.cppconline1.com**](http://www.cppconline1.com)**), recertifying Al’s Pals classrooms, CPPC, HHS supports, DCAT Coordination of state contracts and School Based Parent Café implementation.**

As in past years, it is now commonplace in the Indianola DCAT Cluster, when a need is identified many community partners invest multiple hours collaborating to provide input and feedback so as to provide the best service/product that can be purchased. This collaborative process has brought a cooperative perspective to the community and is well received; providers/vendors find it beneficial to be involved from community partners to assist with programmatic challenges. For years now, DCAT/CPPC is now looked at as the “hub” of communication and assistance coordination for the three counties through its website and CPPC/ DCAT Coordinator. Sarah has presented at multiple CPPC Statewide Learning Exchanges and presented at the CPPC Immersion 201 training several times.

**FY23 Update: Sarah Gibson has been the full time CPPC Coordinator for just shy of 13 years and the DCAT Coordinator for 11 months as of October 2023. Sarah is a native to Winterset where she makes her home and had previous experience with DCAT/CPPC Programs in our three counties with her work with Prevention Concepts.**

**The three local provider groups have maintained attendance numbers of around 20-25 people per meeting. Warren County’s meeting is hybrid (can attend in person or virtually) while Marion and Madison meet in person only. Due to Sarah serving as the DCAT and CPPC Coordinators, it’s been difficult for her to attend the Marion County meeting as travel time plus meeting time adds up to about a half of a day. She does read the minutes, provides updates and attends as time allows.**

**The DCAT sponsored program Al’s Pals have had all reviews completed and supplies delivered by Sarah through DCAT/CPPC. In FY 17, the individual State Contract for Al’s Pals was not renewed by the DCAT Board due to state budget cuts. Sarah still did program reviews to keep all the programs current and was able to provide all forms, curriculum to all Al’s Pals sites.**

**In addition to over-seeing Al’s Pals, Sarah oversees our CPPC website at:** [**www.cppconline1.com**](http://www.cppconline1.com)**. Sarah is updating the website virtually every workday with info from the service area. The website boasts updates from Madison, Marion and Warren Counties (plus Polk County) from social service providers, companies looking for employees, etc. and is the center of info for training, local programs, jobs, events, etc. It also contains a monthly at-a-glance calendar that shows the events occurring throughout our counties. FY23 saw a change in how our data is collected by our website host. Instead of seeing the number of monthly hits, we can now see the number of unduplicated visitors. We averaged about 1,000 a month! All three directories for Madison, Marion and Warren Counties are continually updated on our website so paper copies were not needed at this time. Should we have funds available to print hard copies/the need for hard copies arises, this allows future directories to be quickly updated for printing. The job tab on the website not only includes local jobs in the counties, but a job training sites (We Lift Job Training Program in Warren County that is a Virtual Access Point and uses Workforce Development Materials purchased by DCAT several years ago). It also contains links to major search engines such as DesMoinesHelpWanted.com, Career Builder, Monster, etc. so anyone in Iowa can go to one site for links to all the major job search engines.**

**As mentioned above the three major provider groups in our DCAT area have stayed very strong with about 20+ people in attendance each month. These groups supply the members from each county for the DCAT/CPPC Steering Committee. The DCAT/CPPC Steering Committee gave positive recommendations to the DCAT Governance Board for continuation of the core 4 DCAT Programs (see DCAT programs below or FY 24 Plan on our website) for approximately $117,814 for FY24.**

**KEY ACTIVITIES, OUTCOMES, AND EXPENDITURES**

**Describe key activities, outcomes, and expenditures for programs and services that received funding from the governance board during the previous state fiscal year.**

1. A description of the Decategorization project’s efforts to network and coordinate with other community planning initiatives affecting children and families withing the boundaries of their project.

Shared Decision Making

In the three counties the CPPC Shared Decision-Making Leadership Group is made up of two shared decision-making parts: (1) The DCAT Governance Board/DCAT Contract Monitor who write, oversee, and have final approval for the CPPC State Contract (and all other DCAT or other contracts), final yearly budgets, CPPC Coordinator employment, and are the only legal representatives for the contracts and any action taken that affects or changes the contracts/contract budgets. The Governance Board has final authority (if needed) over all Steering Committee actions. (2) The CPPC Steering Committee and CPPC Coordinator make recommendations to the DCAT Board for the use of additional DCAT funds and can assist with budgets, plans, review of Request for DCAT funds, implements and set the course of action for extra money given down by HHS, set the CPPC strategies approach with CPPC and DCAT Coordinator, etc. See “Steering Committee Roles/Purpose within the Indianola DCAT Cluster” below.

Steering Committee Contract Funding Examples

Below are examples over the last several years of programs recommended by the Steering Committee and approved by the DCAT Governance Board. These examples are virtually all extra funds given to the Indianola DCAT Cluster during that time and originated with the Steering Committee and its members.

100% of programs recommended by the Steering Committee have been accepted and passed by the DCAT Governance Board in the form of contracts over the last 12 years. The Steering Committee for the Indianola DCAT Cluster has had the majority of all extra money in each yearly DCAT budget going to projects they recommended and proposed to the DCAT Board. **The programs that continued in FY23 were regular Core Contracts: Family Assistance (flex funds) $12,015, Community Support (for CPPC FT Position) $67,233, CPPC $20,000, DCAT Coordination $59,874. We did not receive any extra funds for further programming, though we are constantly receiving input from communities and have plans in place to implement/supplement programming should funding become available.**

The Steering committee can also make adjustments on expenditures on approved contracts (with DCAT Board Approval), adjust strategies as needed and ensure the Partnership work is linked to relevant DCAT/CPPC/Community activities in the three counties. It also oversees (along with the DCAT Contract Monitor, DCAT Board and Warren County Board of Supervisors who supervise) the CPPC Coordinators job duties and performance including the Al’s Pals and other CPPC related activities which are all funded under DCAT Contracts.

At the request of the DCAT Contract Manager, Amanda Marshall, DCAT Contract Monitor, Sarah Gibson, and DCAT Governance Board, the Steering Committee along with the CPPC Coordinator, Sarah Gibson, will review new Request for DCAT funds and/or renewals of current contracts two or three times per year and give recommendations/comments to the Governance Board through a message to the DCAT Contract Monitor or attending a Board Meeting.

FY 2007: Moms off Meth $63,000, Wee Care $2,000, We Lift $31,817(pilot program), Spring Projects $110,250 (all Spring Projects program proposals are reviewed by Steering Committee members with recommendations sent to the DCAT Board for final approval).

FY 2008: AmeriCorps $36,022 (includes additional $15,000 for Parent Partners and Parent Partners Training recommended by CPPC coordinator and Steering Committee to DCAT Governance Board), Mom off Meth $22,000, School Based Mental Health $108,011, Spring Projects, 121,091, CPPC part time Coordinator $20,000 (included $7,500 for projects in three counties decided by Steering Committee and PT coordinator position recommended by the Steering Committee to the DCAT Governance Board)

FY 2009: AmeriCorps (includes additional $15,000 for Parent Partners) $34,000, School Based Mental Health $65,000, Spring Projects $63,000, CPPC $20,000(PT coordinator with benefits).

FY 2010: AmeriCorps $51,000 (includes additional $15,000 for Parent Partners and $12,000 for county projects recommended by Steering Committee and approved by DCAT Board), School Based Mental Health $65,000, Spring Projects $63,00, Family Interaction Aging Out $26,00(Pilot program whose purpose, budget etc. decided at Steering Committee meeting with DHS Supervisor Kristen Walker present-program approved as recommended by Steering Committee by DCAT Board), CBCAP $7,500 (programs decided by Steering Committee with Madison County as fiscal agent, DCAT Board Approved), CPPC $3,000 extra money in CPPC budget with programs in each county determined by the Steering Committee.

FY2011: Parent Partner/Community Support $42,620 (includes money for Parent Partners $7,500 and community spring projects – Every 15 minutes at Winterset HS $2,583, Family Directions, Storks Nest Madison 5,000, and Partial Salary, Benefits, and general support for FT Community Partnership Coordinator $24,500. Other Spring Projects: Wee Care $9,450, We Lift $5,250, School Based Mental Health $16,000, ISU Extension After School $5,500, Public Health Child Screenings $3,000, Cowboy Up Wildwood Hills Horse Therapy with At Risk Youth $22,500. CBCAP: Marion County Health $4,000, Family Directions Madison County $4,000, Wee Care Warren County $4,000. CPPC: $20,000 partial Salary and Benefits for FT CPPC Coordinator Position

FY 2012: Parent Partner/Community Support $42,620 (Includes money for Parent Partners $6,000. Spring Projects – Every 15 minutes Carlisle High School (STAND) $2,583, We Lift Job Training Center $1,600 (with $3,200 match from Warren County), Family Team Meetings $6,000 and $1,000 to each county provider group for Spring Projects, (School Supplies, Resource Directories etc.) and partial Salary, benefits and general support for FT Community Partnership Coordinator $26,000. Other Spring Projects using additional DCAT dollars: Wee Care $13,000, Earlham High School Credit Recovery $4,736, Integrative Counseling (School Based Mental Health) $6,500, Visiting Nurse Services $5,000, Crisis Intervention Services $6,500, Cowboy Up $13,000

FY 2013: There was $34,942 in Parent Partner expenses ($33,529 PSSFP Contract & $1,413 from Community Support Contract). This does not include approximately 50% wages, benefits, mileage from CPPC Coordinator and 20% time from DCAT Coordinator. $1,243 spent for Warren County Resource Directories, $1,000 spent for New Car and booster seats for the DHS loaner program for clients, $1,600 spent in additional support from the Community Support Contract for DHS Clients (Flex Funds shortage): Transports, Paternity Testing and Psych Evaluations, $200 spent on website upgrade. CBCAP awarded funding was approximately $16,000 for two projects.

FY 2014: $12,000 in PSSFP Funds were used for Family Team Meetings, CBCAP awards were approximately $11,000 for two projects. There was $3,000 used for Here Now and Down the Road (ALS PALS for Parents of ALS PALS Students) for all three counties under the ALS PALS contract. Steering Committee Voting Members used point scoring system for the first time to rate all proposals that were submitted for Request for DCAT Funds for FY 15. You can view them under the Special Projects and Parenting Programming and Support Contracts listed in the FY 15 Plan at [www.cppconline1.com](http://www.cppconline1.com).

FY 2015: $23,900 in PSSFP Funds were used for Family Team Meetings, CBCAP awards were approximately $11,000 for two projects. There was $2,000 used for Here Now and Down the Road (ALS PALS for Parents of ALS PALS Students) for all three counties under the ALS PALS contract. $3,000 was awarded to the We Lift Job Training Program, $1,500 for sex abuse prevention booklets used in curriculums for all three counties. Mini Grants: $20,000 Wee Care, $20,000 Cowboy Up, $10,00 24/7 Dads, $10,000 Parents Café, $9,975 School Based Mental Health, $9,844 Victim Advocacy, $9,000 Parent Support, $8,849 New Parent, $2,000 Winterset Stage and for the first time in several years, the Tri County Collaborative Conference (sponsored by DCAT/CPPC) was held in Indianola with 45 plus in attendance.

FY 2016: CBCAP awards were approximately $4,000 for one project. There was $2,000 used for Here Now and Down the Road (ALS PALS for Parents of ALS PALS Students) for all three counties under the ALS PALS contract. Mini Grants: New Parent Program - Warren & Madison – $8,849, Behavioral Health Intervention Services Expansion – Madison - $7,633, We Lift – Madison, Marion and Warren - $10,000, School Based Mental Health – Warren - $10,000, Wee Care Respite Nursery - Warren - $10,000, Parents Café – Madison - $9024, Young Parents – Warren - $8,565, Cowboy Up - Family Program - Madison and Warren – $9,900, Cowboy Up – Madison Marion and Warren - $10,000, Domestic Violence Advocate – Marion $10,000, 50th Habitat for Humanity home – Marion - $2,500, and a CPPC Immersion 101 (sponsored by DCAT/CPPC) was held in Indianola with 25 plus in attendance.

FY 2017: Core Contracts for DCAT Coordinator, Family Assistance (Flex Funds) Community Support and CPPC. 13 Family Team Meetings took place and Oversite of ALS PALS Continued. The web site was also updated on several times per week basis. No mini grant money was available for FY 17.

FY 2018: This year was the busiest in 13 years for the Indianola DCAT with 17 Contracts (including 12 mini-grants) for the year. Mini Grants for FY 18 included $42,000 divided between five School Based Mental Health Programs (Knoxville, Pleasantville – Marion County, Indianola – Warren County, Earlham and I-35-Madison County), Equine Psychotherapy (Turning Point - Madison County) $4,900, Integrated Health Services Funds (Orchard Place - Warren County) $4,900, Parents Café (Marion County Public Health) $8,000, Victim Advocacy (Crisis Intervention Services - Marion County) $4,900, Wee Care (Child Abuse Prevention Council – Warren County) $4,900, Young Parents (Child Abuse Prevention Council – Warren County) $4,900, We Lift Job Training Center – Madison, Marion and Warren Counties) $4,900. Other Program Assistance- Family Integration Collaboration (Marion County Public Health) ESL Expansion to include refugee family assistance) $995, Resource Directories (2,000) Warren County $5,760, Resource Directories (1,500) Madison County $4,140, ALS PALS material support for 14 programs in Madison, Marion and Warren Counties for FY 18 $5,726, ALS PALS training for two centers FY 18 $650, Race Power of Illusion Training for Madison Marion and Warren Counties (Required Training CPPC, 31 in attendance) $405.

FY 2019: Core Contracts for DCAT Coordinator, Family Assistance (Flex Funds - anticipate over $20,000 of request in FY 20, budget is $24,000) Community Support and CPPC. 9 Family Team Meetings took place and Oversite of ALS PALS Continued. The web site was also updated on several times per week basis with over 5,000 hits per week. No mini grant money was available for FY 19. In November 2018 Joe and Sarah were asked by the State of Iowa Community Partnership for Protecting Children staff if they would be interested in taking on the State-Wide enhancement and expansion of Parents Cafés across Iowa. The DCAT Governance Board agreed with the new duties for Joe and Sarah and so an announcement went out in January.

**Announcement Regarding Parent Cafés**

We are pleased to announce that Joe Burke and Sarah Hohanshelt with Indianola DCAT/CPPC will assist with the further development and organization of Parent Cafés in an effort to support expansion of this initiative throughout the state.  Joe has spent the last 13 years as the Indianola Cluster DCAT Coordinator and Sarah has spent the last eight as the cluster’s CPPC Coordinator. Joe and Sarah have overseen the establishment of several programs in their service area including ALS PALS, School Based Mental Health, Three Community Web Site, etc., over the last 13 years.  The Indianola DCAT/CPPC currently has four Parent Cafés established, with this experience Joe and Sarah are ready to begin work on assisting CPPC sites and community partners with implementation and technical assistance around launching new Parent Café opportunities as well as supporting the retention of existing Cafe’s.

Joe and Sarah will take the next couple of months to begin contacting the current Parent Café locations and will use this information to begin work on an implementation guidebook to utilize for Parent Cafés to serve as a best practices approach. They will also work toward setting up monthly conference calls for updates, guidance, sharing experiences, reviewing information, etc. for Parents Café trainers and facilitators.

**What is a Parent Café?**

Parent Cafés are physically and emotionally safe spaces where parents and caregivers talk about the challenges and victories of raising a family. Through individual deep self-reflection and peer-to-peer learning, participants explore their strengths, learn about the Protective Factors, and create strategies from their own wisdom and experiences to help strengthen their families.

Cafés are carefully designed, structured discussions that use the principles of adult learning and family support. They are highly sustainable with training reinforcement, institutional support, and a commitment to an approach that engages and affirms parents as leaders. Participants leave Parent Cafés feeling inspired, energized, and excited to put into practice what they’ve learned.

**What to do**

If you get this message and currently have a Parent Café running in your area, or want to have one established, please make sure the lead person of the Café gets a copy of this email.

Joe would like you to contact him at jburke@dhs.state.ia.us  to begin the process of getting an accurate picture of who currently runs a Parents Café and who is interested in establishing new Parent Cafes.  Joe and Sarah’s full contact information is included below.

Joe Burke

DCAT Coordinator Madison, Marion and Warren County

1005 South Jefferson Way

Indianola, Iowa 50125

Cell- 515-314-3603

SARAH HOHANSHELT
*Madison, Marion and Warren County Coordinator*Community Partnerships for Protecting Children (515) 468-8181
[www.cppconline1.com](http://www.cppconline1.com)

**Joe and Sarah then sent out this State-wide message on February 22, 2019:**

You all received the message about Sarah and I coordinating the implementation of Parent~~s~~ Cafes Statewide, and we want you to know that we are very excited at the prospect of growing Parent~~s~~ Cafes across Iowa!

It does not matter if you are new to Parent Cafes or have running a program for several years; ALL input is valuable as we begin this process.

Please reply to both Sarah and I with your comments, additions, questions, etc. by Monday, March 11th. We would appreciate your use of bullet points to list your suggestions. This will make it much easier for us to compile feedback.

**Joe and Sarah’s Role**

* Make start-up of new Parent Cafes and continuing them easier
* Assist sites in developing financial strategies for Parent Cafes (start up and on-going)
* Create more uniformity State-wide, but recognize that each area is unique.
* Develop a network of individuals across the State to assist in challenges associated with Parent Cafes
* Give you an important voice in the creation of the Parent Cafes state wide manual (this will be your guide. Our role is to put it together.)
* Be your sounding board for all suggestions, information and challenges going forward

 **Attachments and links to this Email**

Web site link below (#4) will take you to the Parent Cafes web site where you can do online research about the program.

**1.**       **Parent Café Manual Table of Contents Outline**

If you are just exploring Parent Cafes or are already running one, your input is very valuable. Please take 10 to 15 minutes to go over this outline for the future “living document” Statewide Manual. We may have missed something, or you may see everything you need. Let us know as Sarah and I will be basing our future manual development meetings on your feedback.

Also, how would you like this provided to you? Is an online living document OK that you can print from our web site or do you need hard copies in binders (keeping in mind this will be a constantly changing document)?

We will be following up with a phone call to get more in depth information from you on this very important document.

Also, FY 2019 No mini grants were awarded due to Lack of State Transfer Amounts being unavailable.

FY 2020:

* Worked on the development and finished the Iowa Parent Café Guidebook with an Appendix totaling some 49 pages.
* The Iowa Parent Café Guidebook, (26 Pages), deals with how to get started and what to consider when interested in Parent Cafés. The Parent Cafés Appendix, (23 pages), includes various forms, usable flyers and other needed data that can be modified to fit each area’s needs.
* Sarah did all the edits on this guidebook and modified the format, from the multiple monthly guidebook meetings between her and Joe (Guidebook Table of Contents Below).
* The Guidebook and Appendix was created with input, information and/or reviews from: Be Strong Families-Chicago, Iowa State University, State Leadership from Community Partnership for Protection Children, State Wide Parent Cafés Facilitators, Phone Interviews with Parent Cafés project sites, newly trained Parent Café Facilitators, Children and Families of Iowa trained facilitator, Marion County Public Health, and of course personal interviews with the Parent Cafés facilitators in Madison Marion and Warren County.
* Joe coordinated the facilitator training of 23 new individuals in Parent Cafes in the Fall/Winter of 2019/2020 including areas around Blackhawk County and conducted two personal interviews with Parent Café sites in Wright and Blackhawk Counties.
* Joe and Sarah visited all three of the regional Community Partnership for Protecting meetings together in September 2019 and gave a presentation on the Guidebook Final Draft, answered questions and took additional input for the Final Draft of the document.
* Joe conducted a Be Strong Families State -Wide Conference Call in October with Sarita Sashington the Strategic Relationships Manager - Be Strong Families – Chicago.
* Joe and Sarah also developed, and Sarah continued to send out the monthly “Did You Know?” info emails with facts about Parent Cafés (sample featured below).
* Joe and Sarah developed, and Sarah sent out a Parent Café reporting form for future use with the goal to assist Be Strong Families (national Parent Cafés) in their goal to become evidence based.
* Joe and Sarah started, and Sarah consistently added to the growing email list of Parent Café involved individuals across the State. The original email list of initial respondents is now well over 30 representing all parts of the State.
* Nationally, Parent Cafés is currently submitting the data to become an evidence-based program and they are currently offering trainings on how to run a Café over the internet.
* Joe and Sarah spent about 15-20 hours per week (combined) on Parent Cafés in FY 2020 and gave up State Coordination in June of 2020. They will now focus on building the Parent Cafés in the Indianola DCAT Cluster from 4 to 16 over the next two years.

The Parent Cafés State-Wide Guidebook and Appendix is available to view and download/copies by following the following clicks:

1. **Go to** [**www.cppconline1.com**](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.cppconline1.com%2F&data=02%7C01%7Cjburke%40dhs.state.ia.us%7C64569727fba14a1c86d408d856579150%7C8d2c7b4d085a4617853638a76d19b0da%7C1%7C0%7C637354281396067819&sdata=qJOufjrwrxOQa%2FCzohkCGEdoVkTiAvPkXA2Y7b3i3B8%3D&reserved=0)
2. **Hover over "What's Happening?"**
3. **Click "Parent Cafes"**
4. **Click either "Guidebook or Appendix" link under blue "Parent Cafes: Iowa Implementation Guidebook" heading**

**Table of Contents Parent’s Café Guide Book:**

How to Get Started 1-3

 Educate yourself on Parent Cafes 1-2

[Determine if you wish to proceed 2](#_Toc20129)

[Present the Parent Cafe Model to decision makers 2- 3](#_Toc20130)

[Considerations When Planning 4-5](#_Toc20131)

Funding 6-11

 Minimum cost for hosting a Parent Cafe 6-8

 Facilitator Training 8-9

 Start Up Funding 9

 Ongoing Funding 9

 General Things to Consider 9-11

Training 12

Who Should Attend 12-13

For Table Hosts 14

Cafe Facilitation 15-19

 Facilitator and Table Host(s) Responsibilities 15-16

 BEFORE the Parent Cafe

 Facilitator Role DURING the Parent Cafe 17

 Facilitator Presentation Skills 17-19

 Table Host Role DURING the Parent Cafe 19

 Table Host Presentation Skills 19

Parent Cafe Check-Ins 20

 Quarterly Review 20

 Check-In Format 20

Quarterly Phone Calls 21

Appendix 22

**Example: Did You Know**

Your "Did You Know?" email is coming to you a week early this month. We have exciting opportunities that we couldn't wait to get out to you!



There is a Facebook page to support those that have completed the BeStrong Families Parent Cafe Training. If you would like to join the group, search "**BSF Cafe Community of Practice**" on Facebook. Click to join the group and provide as much information as possible so Sarita can add you!

There will be a webinar hosted by BeStrong Families on October 25th at 1:30pm. The webinar is titled **Grant Collaboration for Cafe Success**. If you're interested in attending, click the link below.

[https://zoom.us/webinar/register/WN\_ZmizGdGqSbqk8lNNZKdFNg](https://mg2.dhs.state.ia.us/enduser/classify_url.html?url=kDH6wEq9zM7HkT79hZQfXG73/xFBxrbd2Ozd0YSFNGpuAsK3v+RF/fRd8Xi5zJ5bj9905mUj3CJD/UafV7Isbw==)

* Began the process of contacting each area currently doing or are interested in the training for Parent Café across Iowa.
* Made contact and became “partners” with the only two Certified Parent Café Facilitator Trainers in the State of Iowa
* Also, Joe and Sarah coordinated with the Certified Trainers the first two-day facilitator training in over 2 years. The training will be in Blackhawk County and will be completed in Fall of FY 20 for approximately 25 individuals.
* Set plans for the first State-Wide Parent Café Conference Call for the Fall of FY 20. Strategic Relations Manager and Senior Trainer Sarita Sashington from Be Strong Families will be the speaker.
* Participated in meetings during the six-month period with State CPPC Staff, Parent Café Facilitators, etc., including numerous Parent Café Guidebook work meetings each month between Joe and Sarah.

FY 20 (continued) All School systems in the Indianola DCAT Cluster have at least one School Based Mental Health Therapist (several have multiple therapist), a few Community Based Family Team Meetings took place, ALS Pals served 850 youth (up from 650 in FY 19). Continued coordination and support of Family Assistance Contract for Flex Funds support to DHS families. No mini grant money was available for FY 20.

 FY2021: Parent Cafés See “Update as of August 2021 on page 6 above. Joe and Sarah spent about 10 hours per week (combined) on Parent Cafés in FY 2021 with discussion, meetings and planning to move forward on expanding Cafés in the Cluster. All School systems in the Indianola DCAT Cluster have at least one School Based Mental Health Therapist (several have multiple therapist), a few Community Based Family Team Meetings took place but will no longer be offered in FY 22. Joe and Sarah have decided to go with “resource meetings” between those involved with a family and a local provider professional to garner information for assistance needed for the family.

FY 2022: Two Parent Cafés Trainings held in Des Moines in partnership with Polk County DCAT. Approximately 30 individuals trained, several from the Indianola DCAT Cluster including our first school system ever, in Winterset. Several “resource meeting” were held over the year. Served some 850 youth in our 13 ALS PALS programs across the three counties. A 14th ALS PALS Center is now in the planning stages for Start up in the Fall of 2022 and will have involvement of a local school system.

**FY 2023: We launched our first school-based Parent Café in Winterset Community School District in the fall. We served approximately 800 youth in 12 Al’s Pals classrooms this year across our three counties. Sarah worked with various providers and families to conduct “resource meetings” which aim to connect families with resources specific to addressing and dissolving barriers they face. School districts in our area continue to support School Based Therapy without the use of DCAT dollars.**

**No mini grant money was available for FY 23, but we did receive $12,000 for DCAT Coordination and CPPC activities from Polk DCAT through a transfer letter. DCAT was able to transfer about $4,500 of our FY21 State Allocation, $16,000 of FY21 carryover funds, and 100% of our FY22 and FY23 State Allocations into FY24. We did not receive any HHS carryover funds in FY23 which was previously utilized to cover Family Assistance funds. Sarah is having conversations and problem solving to continue to meet this need on very limited funds.**

Steering Committee Roles/Purpose within the Indianola DCAT Cluster:

1. Submit recommendations with budgets to the DCAT Board for future contracts when there is extra Child Welfare Money given by DHS to the Indianola DCAT Cluster (see above examples)
2. Set CPPC budget with each fiscal year (final approval by DCAT Governance Board).
3. Submit recommendations to DCAT Board if Committee feels that one of the regular DCAT programs should no longer be funded (see above list).
4. Adjust budgets to approved DCAT contracts for distribution of extra DCAT funds available through- out the year (see above examples).
5. Perform job interviews and give hiring recommendations to DCAT Board for CPPC Position.
6. Adjust Strategies, and submit to DCAT Board for their approval, for the more efficient use of limited amounts of funding. IE: FT CPPC Coordinator, Parent Partners, ALS PALS, CPPC Web Site and promote the strategies at every opportunity.
7. Oversee (but does not supervise) and help plan the CPPC Coordinator’s approach to the Indianola DCAT Cluster
8. Attend Monthly provider group meetings held in each county
9. Attend Monthly Steering Committee Meetings and give updates on important changes or new programming in their home counties.
10. Review proposals and submit CBCAP application (with one of the three counties as fiscal agent) for use of CBCAP funding available each year for the Cluster.
11. Attend/observe/participate in CPPC Strategies approaches approved by the Committee and CPPC Coordinator. IE: Parent Partner reviews, Drug Court, Community Family Team Meetings, Community Events, etc.
12. Elect Committee Chair and /or vice Chair.
13. Set policies for recruitment, participation, voting members, committee members applying for DCAT or other approved DCAT Indianola Cluster funding, etc.

The DCAT Coordinator also attends some local provider group meetings, early childhood meetings (or reads on-line copies of meeting minutes) as well as other meetings that focus on the needs of youth, Indianola Cluster meetings, DCAT Quarterly Review meetings with HHS, HHS discussions, review or focus groups, CPPC meetings, etc. DCAT Coordinator also provides support for HHS clients through Flex Request submitted by social workers in the three counties.

Partnering Examples:

DCAT partners with preschools to fund Al’s Pals programming in all three counties and CPPC now administers this program under our CPPC Coordinator (Approximately $115,000 over the last 17 years).

DCAT funds a large portion to enhance CPPC in the counties and provides additional funds for the major CPPC program and full-time staff: **$708,000+ over the last 13 years.**

 $350,000+ over the last 17 years, have been provided by DCAT for these school based mental health programs in the three counties. Almost all these programs started with assistance from Indianola Cluster DCAT/CPPC. Many of our school based mental health programs were in great position to continue their therapy (when in person counseling was reduced) as they were already doing online counseling due to the demand before COVID-19.

**FY2023 Update: Due to recent turnover in their full-time jobs, we are looking for a few more voting members on our CPPC Steering Committee. We do have one person potentially interested in one of the Marion County positions. Sarah is working through what is required of voting members as well as the application process with her. You may view the FY23 CPPC Plan and Year End Report** [**here**](https://www.cppconline1.com/cppc-reports.html)**. Going forward into FY24, our CPPC Steering Committee has opted to continue meeting bi-monthly and virtually to best meet attendees’ needs.**

1. A description of any community needs assessment process.

**See #1 above. Additionally, each of the three counties’ public health office and/or hospital conducts a community needs assessment. DCAT/CPPC Coordinator pushes out the information for individuals to participate. Sarah also gets the information from the assessments and uses it for fiscal year planning. Marion and Madison Counties are completing Community Needs Assessments in FY24.**

1. A description of the project’s specific and quantifiable short-term plans and desired results for the state fiscal year; as well as a description of how these short-term plans align with the project’s longer-term goals for improving outcomes for children and families.

Short term plans include implementing and monitoring the programs approved through the three county processes described above ending with the DCAT Board approval. These programs will accomplish the long- term goals of DCAT: needs based, family focused, easily accessible, more intensive, less restrictive, and cost-effective programs for youth 0-18 years old.

**FY 2023 Update: The process above worked extremely well for our counties as we use the most current data available when needed, but additionally many of those who gather this needs data serve on our DCAT/CPPC Steering Committee, so, the latest needs are looked at when recommendations to the DCAT Board are given or Steering Committee projects are considered. There was no money available in FY 23 to fund mini grants or projects.**

**We were back to meeting in person with our CPPC Steering Committee in the beginning of FY23. Numbers have remained low after the pandemic. In working with attendees, we have modified our meeting times to be bi-monthly and virtual. Numbers are beginning to climb again as we head into FY24.**

**Sarah Gibson was trained in State Consensus Scoring in FY 16 by Keith Wunder. The Consensus scoring process used for the rating of the mini grants when money is available.**

**After holding a Parent Café training in partnership with Polk County DCAT last fiscal year, we were able to implement our first school-based Parent Café in FY23. Should money become available in FY24, we plan to continue to grow Parent Cafes across our counties.**

 **Al’s Pals is currently in 12 classrooms in our counties. Teaching Strategies has not made it possible to continue purchasing individual items as our classrooms need them (you have to purchase a whole kit and subscribe to their service which we cannot do). So, we are unable to continue providing take home CDs to students, but we are able to copy other materials we have to continue supporting this program in our counties.**

1. A description of the project’s proposed plans to use funding available within their Decategorization services funding pool during the fiscal year, including plans to use their available carryover funds- resulting from Decategorization operations during the previous fiscal year by the close of the current state fiscal year.

The Indianola DCAT Cluster will continue to fund programs already approved and in place. If child welfare funds become available and are able to be carried over for FY 24, DCAT will enhance the funding of the priorities listed above and potentially look into hiring a part time CPPC Coordinator. Lack of carry over funds forced us to combine two full time positions (CPPC Coordinator and DCAT Coordinator) into one position. In order to continue serving our communities in the way they are accustomed to, a part time position is vital.

**FY2023 Update: For FY 23 DCAT funded several regular programs (listed below). We also carried over approximately $136,098 from our FY 21 child welfare carry over funds and State Allocations for FY 21, 22 and 23. At this point it would appear there will be no money available for mini grants in FY 24 (see FY 24 DCAT Plan at** [**www.cppconline1.com**](http://www.cppconline1.com)**).**

1. A description of the project’s plans to track results and outcomes achieved by funded programs during the year.

**FY2023 Update: As per requirements, mandatory reports were made available to and approved by DCAT Governance Board. Reports are also available to our CPPC Steering Committee, all three provider groups, our mail ID and anyone else that might be interested on our website.**

**Semi- annual reviews/reports were done in person by Sarah and Joe (former DCAT Coordinator) at the DCAT Governance Board meetings in late winter and in person at the late summer meeting for FY 23. According to the Indianola DCAT Board Bi-Laws, if no corrections or additions are needed during the reviews, the reviews are automatically approved at the end of each Board Meeting without a vote. The approved Annual Plan, Annual Progress Report, Board notes, Budgets, etc. are posted on the** [**www.cppconline1.com**](http://www.cppconline1.com) **website.**

1. A description of the project’s plans to monitor and maintain fiscal accountability during the year [fiscal accountability includes monitoring the performance and results of contractors receiving funding and monitoring expenditures for Decategorization services during the year].

 **FY2023 Update:** **Over the past 18 years, the Indianola DCAT Cluster has had extremely high accuracy on all GAX sent in for reimbursement.** **The DCAT Coordinator reviewed vouchers monthly & tracked the budget numbers on an Excel budget spreadsheet. The info is also reviewed by the Warren County Budget Director’s Assistant before the DCAT Coordinator reviews it again. It is then submitted to HHS for another review and then on to the State. We have had zero errors in monthly GAX send to the state for the last twelve years. The information was shared through budget reports at the DCAT Governance Board meetings at least two times throughout the year. The new Excel budget sheets have been very accurate (to the penny) and the DCAT Coordinator was compliant on all required trainings from the state including Sarah completing over 30 required training modules as a new DCAT Coordinator. We are annually part of Warren Counties State Audit, so all programs have added assurance of compliance and accuracy. All contracts were in compliance and reviewed with the Warren County Budget Director two times in the last FY.**

**FY23 Budget Reconciliation was balanced to the penny with the State of Iowa.**

Below is a list of programs and/or services that were administered through the Decategorization Project for 2023 along with agency name, number, budgeted amount for program, and contract numbers.

FY23 Contracted Services Indianola DCAT Cluster

|  |
| --- |
| **Family Assistance $19,922.50**DCAT 5-19-033 Sarah Gibson-sgibson2@dhs.state.ia.us |
|

|  |
| --- |
| FY23 Indianola Cluster Family Assistance Flex Funds-Walmart Cards |
| **Warren & Marion** | **Month Total** (including 5%) | **Madison** | **Month Total** (including 5%) |
| July |  $ 250.00  |  $ 12.50  | July |   |   |
| August |  $ 300.00  |  $ 15.00  | August |  $ 50.00  |  $ 2.50  |
| September |  $ 600.00  |  $ 30.00  | September |   |   |
| October |  $ 900.00  |  $ 45.00  | October |  $ 300.00  |  $ 315.00  |
| November |  $ 700.00  |  $ 35.00  | November |   |   |
| December |  $ 500.00  |  $ 25.00  | December |   |   |
| January |  $ 900.00  |  $ 45.00  | January |  $ 200.00  |  $ 210.00  |
| February |  $ 150.00  |  $ 7.50  | February |   |   |
| March |  $ 700.00  |  $ 35.00  | March |   |   |
| April |  $ 750.00  |  $ 37.50  | April |   |   |
| May |  $ 1,300.00  |  $ 65.00  | May |   |   |
| June |  $ 1,000.00  |  $ 50.00  | June |   |   |
|   |   |   |   |   |   |
| **Year Total** | $8,050.00 | $402.50  | **Year Total** | $550.00 | $527.50 |
|   |   |   |   |   |   |
|   |   | **Year Total** | **$8,980.00**  |   |   |
|   |   |   |   |   |   |
| **Other Expenses** |
| Therapy | Choices Therapy Services, LLC |  |  $ 80.00  | Warren |
| Bus tokens | Sarah Gibson |  |  $ 25.00  |
| Hotel | Hotel |  |  |  $ 118.42  |
|  |  |  |  |  |
| Transportation/basic needs | Joe Burke |   |   |  $ 200.00  |
|  Transportation  | Joe Burke |   |   |  $ 100.00  |
|  Bus passes  | Joe Burke |   |   |  $ 96.00  |
|  HIRTA Tickets  | Joe Burke |   |   |  $ 25.00  |
|  Transportation  | Joe Burke |   |   |  $ 100.00  |
|  Transportation  | Joe Burke |   |   |  $ 80.00  |
|  Food  | Joe Burke |   |   |  $ 50.00  |
| DMACC Anger Management |  |  |  $ 125.00  |
|  Car Seats for Warren Office  | Sarah Gibson |  |  $ 327.64  |
|  Cell Bill  |  | US Cellular |  |  $ 214.33  |
| DART Bus Pass |  | Sarah Gibson |  |  $ 48.00  |  |
|  |  |  |  |  **$ 1,589.39**  |  |
|  |  |   |   |  $ 79.47  |  |
|  |  | Total (including 5%) |   | **$1,668.86** |  |
|  |  |  |  |  |  |
| Diapers/wipes to HOM | Reimbursement to Sarah Gibson |  |  |  $ 58.10  | Madison |
| Clothing | Shawn Raasch |   |   |  $ 508.07  |
| Utilities | Farmers Electric Cooperative, Inc. |   |   |  $ 345.87  |
|  |  |  |  |  **$ 912.04**  |  |
|   |   | Total (including 5%) |   |  **$ 45.60**  |   |
|  |  |  |  |  $ 957.64  |   |
|  |  | **Other Expenses Total** |  | **$2,626.50** |   |
|  |  |  |  |   |   |
|  |  |  |  |   |   |
| **Total this page** |  |  | $11,606.50  |  |  |
| **Gas Card total** |  |  |  $ 8,316.00  |  |  |
|   |   |   |   |  |  |
| **Total FY23 Family Flex Expenditures** |  |  | **$19,922.50**  |  |  |

|  |
| --- |
| FY23 Indianola Cluster Gas Card Tracking Report |
| *Card Numbers 564-700, 1-274 were utilized this year. Cards 276-500 are active and in use.* |
| **Warren & Marion** |   | **Madison** |
| **July** |   | **January** |   | **July** |
| 564-573 | $100  |   | 282-291 | 100 |   | 601-602 |  $ 20.00  |
| 574-576 | $30  |   | 292-296 | 50 |   | 634-638 |  $ 50.00  |
| 577-579 | $30  |   | 297-301 | 50 |   |   |   |
| 580-584 | $50  |   | EP29-30 &302 | 50 |   | **August** |
| 585-588 | $40  |   | EP31-32 | 40 |   | 22-26 |  $ 50.00  |
| 589-596 | $80  |   | 303-312 | 100 | Court Ordered | **October** |
| 597-600 | $40  |   |  | 390 |  | 179-188 |  $ 100.00  |
| 603-622 | $200  |   | **February** |   | **February** |
| 623-628 | $50  |   | 313-322 | 100 | Court Ordered | 323-332 |  $ 100.00  |
| 629-633 | $50  |   | 333-340 | 80 |   | **June** |
| 639-648 | $100  |   | EP33-34 | 40 |   | 77-81 |  $ 50.00  |
| 649-653 | $50  |   | EP35-38 | 80 |   |   |   |
| 654-683 | $300  |   | 341-352 | 120 |   |   |   |
|  |  |   | 353-355 | 30 |   |   |   |
|   | $1,120  |   | 356-358 | 30 |   |   |   |
| **August** |   | 359-368 | 100 |   |   |   |
| 684-688 | $50  |   |   | $580  |   |   |   |
| 689-692 | $40  |   | **March** |   |   |   |
| 693-695 | $30  |   | 369-378 | 100 |   |   |   |
| 696-700 | $50  |   | 379-388 | 100 |   |   |   |
| 1-5 | $50  |   | 389-398 | 100 |   |   |   |
| 6-13 | $80  |   |   | 300 |   |   |   |
| 14-16 | $30  |   | **April** |   |   |   |
| 17-21 | $50  |   | 399-403 | 50 |   |   |   |
|   | $380  |   | 404-411 | 80 |   |   |   |
| **September** |   | 412-421 | 100 |   |   |   |
| 27-36 | $100  |   | 422-426 | 50 |   |   |   |
| 37-40 | $40  |   | 427-431 | 50 |   |   |   |
| 41-44 | $40  |   |   | 330 |   |   |   |
| 45-49 | $50  |   | **May** |   |   |   |
| 50-55 | $60  |   | 432-439 | 80 |   |   |   |
| 56-60 | $50  |   | 440-449 | 100 |   |   |   |
| 61-64 | $40  |   | 450-451 | 20 |   |   |   |
| 65-68 | $40  |   | 452-459 | 80 |   |   |   |
| 69-74 | $60  |   | 460-464 | 50 |   |   |   |
| 75-79 | $50  |   | 1-5 (2) | 50 |   |   |   |
| 80-89 | $100  |   | 6-10 (2) | 50 |   |   |   |
|   | $630  |   | 11-20 (2) | 100 |   |   |   |
| **October** |   | 21-30(2) | 100 |   |   |   |
| 90-94 | $50  |   | 31-35 | 50 |   |   |   |
| 95-104 | $100  |   |  |  |   |   |   |
| 105-114 | $100  |   |   | 680 |   |   |   |
| 115-119 | $50  |   | **June** |   |   |   |
| 120-124 | $50  |   | 36-46 | 110 |   |   |   |
| 125-129 | $50  |   | 47-56 | 100 |   |   |   |
| 130-133 | $40  |   | 57-61 | 50 |   |   |   |
| 134-138 | $50  |   | 62-66 | 50 |   |   |   |
| 139-142 | $40  |   | 67-76 | 100 |   |   |   |
| 143-152 | $100  | Court Ordered Monthly #1 | 82-86 | 50 |   |   |   |
| 153-167 | $150  | Warren Case Through Polk | 87-96 | 100 |   |   |   |
| 168-173 | $60  |   | 97-116 | 200 |   |   |   |
| 174-178 | $50  |   |   | 760 |   |   |   |
|  | $890  |   |   |   |   |   |   |
| **November** |   |   |   |   |   |   |
| 189-208 | $200  |   |   |   |   |   |   |
| 209-228 | $200  |   |   |   |   |   |   |
| 229-232 | $40  |   |   |   |   |   |   |
| 233-238 | $60  |   |   |   |   |   |   |
| 239-243 | $50  |   |   |   |   |   |   |
| 244-248 | $50  |   |   |   |   |   |   |
| 249-264 | $160  |   |   |   |   |   |   |
| 265-274 | $100  | Court Ordered Monthly #2 |   |   |   |   |   |
| EP1-2 & 275 | $50  |   |   |   |   |   |   |
| EP 3 & 276 | $30  |   |   |   |   |   |   |
|  | $940  |  |   |   |   |   |   |
| **December** |   |   |   |   |   |   |
| EP 4-8 | $100  |   |   |   |   |   |   |
| EP9-18 | 200 |   |   |   |   |   |   |
| EP 19-23 | $100  | Court Ordered Montly #3 |   |   |   |   |   |
| EP24-28 | 100 |  |   |   |   |   |   |
| 277-281 | $50  |   |   |   |   |   |   |
|   | $550  |   |   |   |   |   |   |
|   | $4,510  |   |   | $3,040  |   |   |  $ 370.00  |
|   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |
|   |   | TOTAL Marion and Warren | $7,550  |   |   | TOTAL Madison |  $ 370.00  |
|   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |
|   |   | **FY23 Total** |  | **$7,920**  |   | **5%** | **$396.00** |
|  |  |  |  | **$8,316**  |  |  |

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| **DCAT Coordination $59,874**DCAT5-24-001 Sarah Gibson-sgibson2@dhs.state.ia.us |
| Contracted coordination services to administer the DCAT project as well as to coordinate and facilitate the planning/collaborative efforts undertaken to effect change. The overall objective is to reduce duplication of services, improve communication and enhance collaboration. Serves Madison, Marion & Warren Counties.**FY2023 Update: The DCAT Coordinator traveled to most local monthly service provider meetings, interagency meetings, county supervisor meetings, CPPC Steering Committee meetings, CPPC Executive Committee meetings and CPPC regional and statewide meetings or read the meeting minutes when unable to attend in person. She also serves as the CPPC Coordinator and completes all necessary tasks associated with that position (see report link below). The DCAT Coordinator provided monitoring, budgets & oversight on four core contracts & Parent Café expansion for a total of $167,029.50 in incurred funds. All budgets, reimbursement request/reviews, reports, Board updates, amendments, renewals, new contracts, etc. are done by the DCAT Coordinator as the monitor of all DCAT activity in the cluster. All gas cards and Wal-Mart cards are delivered by the DCAT Coordinator to the social workers in the Adel and Indianola offices which service our three counties. FY 23 saw the 12th year of 100% accuracy on State GAX Reimbursements Request for the cluster. Sarah has served on panels for CPPC Immersion 101 and 201 and lent her expertise to the writing of the CPPC manual, reporting forms, the restructuring of the ICA strategy, statewide planning committees, etc. Sarah assisted in getting our first school-based Parent Café up and running in FY23. Sarah is also certified in Consensus Scoring and Ranking for Contracts. She provides her expertise to other DCAT/CPPC areas of the state when requested.** |
| **Community Support & CPPC $87,233**DCAT5-20-003DCAT5-21-091Sarah Gibson-sgibson2@dhs.state.ia.us |
| Community Partnership for Protecting Children (CPPC) is an initiative rolled-out across the state of Iowa. The four strategies include Shared Decision-Making Team, Policy & Practice Change, Neighborhood Networking & Individualized Course of Action (Family Team Meetings). CPPC is dedicated to identifying issues, resources and creative solutions by networking and collaborating with community partners. Activities have included Three county website, participation with the local three provider groups for the three counties, ALS PALS, child abuse prevention Councils and domestic violence coalitions, etc. Serves Madison, Marion & Warren Counties. Also see Parent Café info above for additional info.**Sarah’s CPPC Year End Report can be found at** [**CPPC Reports (cppconline1.com)**](https://www.cppconline1.com/cppc-reports.html). |

**LESSONS LEARNED/PLANNING ADJUSTMENTS**

**Describe any lessons learned and planning adjustments made by the governance board during the previous state fiscal year.**

**Lesson Learned – As in years past, in FY23, our website use and development has been outstanding. The three counties used it to communicate not only events, training, and jobs, but it is regularly used to meet the request of those in need in our three counties. From a washer/dryer to furniture or food, our website has been able to meet the need. During the pandemic, the website proved to be the center of information for professionals and families. It’s kept up to date daily which makes it a valuable resource and way for our counties to communicate in one place.**

**We learned that despite our connectedness through the website during the pandemic, our Steering Committee attendance has suffered since coming back to in person meetings. A couple of years removed, we are still struggling.**

**Adjustment – In the beginning of FY23 we listened to our group and moved to bi-monthly meetings. Near the end of the fiscal year (and still with lower than normal numbers) we had another discussion and will be holding meetings in FY24 virtually. With many meeting opportunities at other provider groups to network in person, the group thought it best to meet virtually to handle any business of the voting members and connect for resource sharing.**

**FY23 Use of Funds**

Flex Funding

|  |  |  |  |
| --- | --- | --- | --- |
|  | Spent | Reverted | Carry Over |
| FY21 DHS CW CO ($10,000) | $6,012.05 | $0 | $3,987.95 |
| FY21 PSSF (reverts 9/30) ($2,015) | $1,454.94 | $560.06 | $0 |

DCAT Coordination

|  |  |  |  |
| --- | --- | --- | --- |
|  | Spent | Reverted | Carry Over |
| FY21 DHS CW CO ($29,812) | $29,812 | $0 | $0 |
| FY21 Legislative Allocation ($30,062) | $25,559.64 | $0 | $4,502.36 |

CPPC

|  |  |  |  |
| --- | --- | --- | --- |
|  | Spent | Reverted | Carry Over |
| FY23 CPPC (state) ($20,000) | $20,000 | $0 | $0 |

Community Support

|  |  |  |  |
| --- | --- | --- | --- |
|  | Spent | Reverted | Carry Over |
| FY21 DHS CW CO ($40,000) | $40,000 | $0 | $0 |
| FY21 Legislative Allocation ($27,233) | $27,228 | $0 | $5 |

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