

**Title IV-E Training Topics the State May Claim Title IV-E Match
Foster Care Assistance Program
Under Section 474(a)(3)(E) of the Social Security Act and 45 CFR 1356.60 (c)**

Allowable Activities (Under the Title IV-E Program 45CFR1356.60) That May Claim 75% Match Rate

1.	Eligibility determinations and re-determinations
2.	Fair hearings and appeals
3.	Rate setting
4.	Referral to services
5.	Preparation for and participation in judicial determinations
6.	Placement of the child
7.	Development of the case plan
8.	Case reviews
9.	Case management and supervision
10.	Recruitment and supervision of foster homes & institutions
11.	Protective Factors in healthy child development *(see last page for more information)

Closely Related Activities (Under the Title IV-E Program 45CFR1356.60) That May Claim 75% Match Rate

12.	Social work practice, such as family centered practice and social work methods including interviewing and assessment.
13.	Cultural competency related to children and families.
14.	Title IV-E policies and procedures
15.	Child abuse and neglect issues, such as the impact of child abuse and neglect on a child, and general overviews of the issues involved in child abuse and neglect investigations, if the training is not related to how to conduct an investigation of child abuse and neglect.
16.	Permanency planning including using kinship care as a resource for children involved with the child welfare system.
17.	General substance abuse, domestic violence, and mental health issues related to children and families in the child welfare system, if the training is not related to providing treatment or services.
18.	Effects of separation, grief and loss, child development and visitation.
19.	Communication skills required to work with children and families.
20.	Activities designed to preserve, strengthen and reunify the family, if the training is not related to providing treatment and services.

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21.	Assessments to determine whether a situation requires a child's removal from the home, if the training is not related directly to conducting a child abuse and neglect investigation. Training on how to conduct specialized assessment such as psychiatric, medical or educational assessments are not permitted.
22.	Ethics training associated with a title IVE-E State plan requirement, such as the confidentiality requirements in section 471(a)(8) of the Act.
23.	Contract negotiation, monitoring or voucher processing related to the IV-E program.
24.	Adoption and Foster Care Analysis and Reporting System (AFCARS), Statewide Automated Child Welfare Information System (SACWIS) or other child welfare automated system functionality that is closely related to allowable administrative activities in accordance with 45 CFR 1356.60(d) that the State chosen to claim as title IV-E training rather than as SACWIS developmental or operational costs (see AT_ACF_OISM_001)
25.	Independent living and the issues confronting adolescents preparing for independent living consistent with section 477(b)(3)(D) of the Act and the Child Welfare Policy Manual (CWPM), Section 3,1H, Q/A #1.
26.	Foster care candidate determinations and pre-placement activities directed toward reasonable efforts in 471(a)(15), if the training is not related to providing a service.
27.	Trainings on referrals to services, not how to perform the service.
28.	Grievance procedures.
29.	Negotiation and review of adoption assistance agreements.
30.	Post-placement management of subsidy payments.
31.	Home studies.
32.	A proportionate share of the development and use of adoption exchanges.

**Allowable Activities (Under the Title IV-E Program 45CFR1356.60) That May Claim 50% Match Rate-Must
Must be Allocated Proportionately Across all Benefiting Programs (May Include Title IV-E Foster Care and Adoption Assistance, Title IV-B, Subparts 1 and 2)**

33.	State agency personnel policies and procedures.
34.	Job performance enhancement skills (writing, basic computer skill, time management)
35.	First aid, CPR, or facility security training
36.	General supervisory skills or other generic skills needed to perform specific jobs training

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37.	Ethics unrelated to the title IV-E State plan.
38.	Team building and stress management training.
39.	Safe driving.
40.	Worker retention and worker safety

**Training Topics That the State May Not Claim Title IV-E Reimbursement
Topics Should Be Included in the Title IV-B State Plan But Are Not Claimable for State University Contracts
(General Revenue, Title XX, Title IV-B, Subparts 1 and 2, TANF, or Other)**

41.	How to address or treat child or family problems or behaviors because it supports the delivery of social services rather than the administration of the Title IV-E State plan.
42.	Conducting child abuse and neglect investigations because such specialized skills are required for staff activities that occur prior to a child's entering foster care or adoption, and even prior to a child's becoming a candidate for foster care.
43.	Child welfare/social service topics that are not related directly to the title IV-E programs or the administration of the Title IV-E State plan.

Additional Information from the Child Welfare Manual

http://www.acf.hhs.gov/cwpm/programs/cb/laws_policies/laws/cwpm/policy_dsp.jsp?citID=116#top

Protective Factors in Child Development

21. Question: What are allowable title IV-E training topics related to the role of protective factors in healthy child development, such as resiliency; relational competence; child social and emotional development; trauma; cultural competence and related areas?

Answer: There are many protective factors that help to minimize risk to children and promote healthy child development. Training and providing information to title IV-E child welfare staff and foster/adoptive parents and others on such factors are allowable title IV-E training topics. Such training topics include, but are not limited to:

- Evidence-based practice: Training on the importance of using evidence-based techniques for case planning and modifying agency culture to support and sustain evidence-based practice.
- Screening and assessment: How to use of screening and assessment tools to develop the child's case plan.
- Protective factors: Introduction to the concept of risk and protective factors and prevention; effective strategies for prevention; overview of strategies to target and encourage development of protective factors.

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- Resilience: Strategies for minimizing the traumatic experience of placement(s) for children, including facilitating attachment and promoting stable relationships.
- Relational competence: An overview of the role of relational competence in family relationships.
- Child social and emotional development and well-being: Principles of child growth and social, emotional, physical, and intellectual development.
- Trauma: An overview of trauma, including definitions, key terms related to trauma and the long term impact of trauma experiences; the ways that trauma may impact children's functioning and well-being at various stages of development; the impact of secondary trauma on caregivers and providers; general descriptions of effective treatments and strategies for addressing traumatic reactions and restoring developmentally appropriate functioning.
- Cultural competence: How to assess and serve the needs of children without bias and ensure their safety, including how to parent youth struggling with issues related to sexual orientation, gender identity and/or gender expression.

However, training on *treating* conditions is not allowable as a title IV-E training topic because such training supports the delivery of social services.? Also, please note that all title IV-E training activities and costs must be included in the title IV-E agency's training plan for title IV-B and properly cost allocated to benefitting programs using the appropriate eligibility rate or similar method.? Please see Child Welfare Policy Manual section 8.1H Q/A#8 for more information on allowable training topics.

- **Source/Date:** 05/22/2012
- **Legal and Related References:** Social Security Act – section 474(a)(3)(B)