



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: James Reardon, Commissioner of Finance & Management  
From: Nathan Lavery, Fiscal Analyst  
Date: February 16, 2010  
Subject: JFO #2425 #2426 #2427 #2428

No Joint Fiscal Committee member has requested that the following items be held for review:

**JFO #2425** — \$468,953 grant from the U.S. Department of Agriculture Forest Service to Agriculture, Food and Markets. These funds will be used to support the Agriculture Innovation Center (AIC). AIC provides technical assistance and business development services to agricultural producers engaged in valued-added agriculture.  
[JFO received 1/13/10]

**JFO #2426** — \$35,000 grant from the Vermont Woodlands Association to Forests, Parks and Recreation. These funds will be used to align Vermont's Use Value Appraisal (UVA) Standards and the U.S. Forest Service State & Private Forestry Forest Stewardship Program with the American Tree Farm and the Program for the Endorsement of Forest Certification programs, including updating the UVA database.  
[JFO received 1/13/10]

**JFO #2427** — \$200,000 grant from the U.S. Department of Justice to the Vermont Department of Children and Families. These funds will be used to augment annual grants made to Vermont communities and state partners through the Children and Family Council for Prevention Programs and the Children's Trust Fund. Projects will serve children and their families by focusing on early prevention, education, parenting and positive youth development.  
[JFO received 1/13/10]

**JFO #2428** — \$1,000,000 grant from the U.S. Department of Health and Human Services to the Vermont Department of Children and Families. These funds will be used to improve collaboration with VT Coalition of Runaway and Homeless Youth and the N.E. Network for Children, Youth and families to strengthen services to homeless youths and youths who are aging out of Vermont's foster care system.  
[JFO received 1/13/10]

The Governor's approval may now be considered final. We ask that you inform the Secretary of Administration and your staff of this action.

cc: Roger Allbee, Secretary  
Jason Gibbs, Commissioner  
Stephen Dale, Commissioner



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee Members  
From: Nathan Lavery, Fiscal Analyst  
Date: January 25, 2010  
Subject: Grant Requests

Enclosed please find four (4) requests that the Joint Fiscal Office has received from the administration.

**JFO #2425** — \$468,953 grant from the U.S. Department of Agriculture Forest Service to Agriculture, Food and Markets. These funds will be used to support the Agriculture Innovation Center (AIC). AIC provides technical assistance and business development services to agricultural producers engaged in valued-added agriculture.

[JFO received 1/13/10]

**JFO #2426** — \$35,000 grant from the Vermont Woodlands Association to Forests, Parks and Recreation. These funds will be used to align Vermont's Use Value Appraisal (UVA) Standards and the U.S. Forest Service State & Private Forestry Forest Stewardship Program with the American Tree Farm and the Program for the Endorsement of Forest Certification programs, including updating the UVA database.

[JFO received 1/13/10]

**JFO #2427** — \$200,000 grant from the U.S. Department of Justice to the Vermont Department of Children and Families. These funds will be used to augment annual grants made to Vermont communities and state partners through the Children and Family Council for Prevention Programs and the Children's Trust Fund. Projects will serve children and their families by focusing on early prevention, education, parenting and positive youth development.

[JFO received 1/13/10]

**JFO #2428** — \$1,000,000 grant from the U.S. Department of Health and Human Services to the Vermont Department of Children and Families. These funds will be used to improve collaboration with VT Coalition of Runaway and Homeless Youth and the N.E. Network for Children, Youth and families to strengthen services to homeless youths and youths who are aging out of Vermont's foster care system.

[JFO received 1/13/10]

In accordance with the procedures for processing such requests, we ask you to review the enclosed and notify the Joint Fiscal Office (Nathan Lavery at (802) 828-1488; [nlavery@leg.state.vt.us](mailto:nlavery@leg.state.vt.us)) if you have questions or would like an item held for legislative review. Unless we hear from you to the contrary by February 8 we will assume that you agree to consider as final the Governor's acceptance of these requests.

cc: James Reardon, Commissioner  
Roger Allbee, Secretary  
Jason Gibbs, Commissioner  
Stephen Dale, Commissioner



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

**To:** Representative Ann Pugh  
**From:** Nathan Lavery, Fiscal Analyst  
**Date:** January 25, 2009  
**Subject:** JFO #2427 & #2428

Representative Michael Obuchowski asked that I forward to you a copy of the enclosed grant materials and cover memo. He requests your observations regarding the enclosed items.

**cc:** Rep. Michael Obuchowski

JFO 2428



State of Vermont  
Department of Finance & Management  
109 State Street, Pavilion Building  
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376  
[fax] 802-828-2428

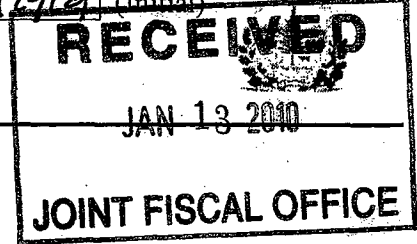
STATE OF VERMONT  
FINANCE & MANAGEMENT GRANT REVIEW FORM

<b>Grant Summary:</b>	Five Year demonstration grant to improve collaboration with the Vermont Coalition of Runaway and Homeless Youth and the New England Network for developing private/public partnerships to assist at-risk-youth to gain employment and affordable housing.				
<b>Date:</b>	12/24/2009				
<b>Department:</b>	Department for Children and Families				
<b>Legal Title of Grant:</b>	Support Systems for Rural Homeless Youth				
<b>Federal Catalog #:</b>	93.550				
<b>Grant/Donor Name and Address:</b>	U.S. Department of Health and Human Services, Administration for Children and Families, Washington DC				
<b>Grant Period:</b>	<b>From:</b>	9/30/2009	<b>To:</b>	9/29/2014	
<b>Grant/Donation</b>	\$1,000,000				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$96,288	\$200,000	\$200,000	\$1,000,000	\$503,712 not spent in the first three state fiscal years of this grant will be spent over the remaining 2.4 years.

<b>Position Information:</b>	<b># Positions</b>	<b>Explanation/Comments</b>
	0	

**Additional Comments:**

<b>Department of Finance &amp; Management</b>	<i>ZH</i>	<i>Y 12/29/09</i>	(Initial)
<b>Secretary of Administration</b>	<i>TC del</i>	<i>TP 1/14/2010</i>	(Initial)



**STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)**

**BASIC GRANT INFORMATION**

<b>1. Agency:</b>	Agency of Human Services		
<b>2. Department:</b>	Department for Children & Families		
<b>3. Program:</b>	Homeless Youth		
<b>4. Legal Title of Grant:</b>	Support Systems for Rural Homeless Youth		
<b>5. Federal Catalog #:</b>	93.550		
<b>6. Grant/Donor Name and Address:</b>	Dept of Health & Human Services, Admin for Children & Families, Washington, DC		
<b>7. Grant Period:</b>	<b>From:</b>	9/30/2009	<b>To:</b> 9/29/2014
<b>8. Purpose of Grant:</b>	To improve collaboration with VT Coalition of Runaway and Homeless Youth and the New England Network for Children, Youth and Families that will strengthen services to non-system homeless youths and youth who are aging out of Vermont's foster care system.		
<b>9. Impact on existing program if grant is not Accepted:</b>	Continuing challenge to serve rural homeless youth.		

**10. BUDGET INFORMATION**

	SFY 1 FY 2010	SFY 2 FY 2011	SFY 3 FY 2012	Comments
<b>Expenditures:</b>				
Personal Services	\$11,653	\$27,967	\$27,967	
Operating Expenses	\$18,085	\$43,406	\$43,406	
Grants	\$77,800	\$155,628	\$155,628	
<b>Total</b>	<b>\$107,538</b>	<b>\$227,001</b>	<b>\$227,001</b>	
<b>Revenues:</b>				
State Funds:	\$6,050	\$14,491	\$14,491	
Cash	\$	\$	\$	
In-Kind	\$5,200	\$12,510	\$12,510	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$96,288	\$200,000	\$200,000	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source )	\$	\$	\$	
<b>Total</b>	<b>\$107,538</b>	<b>\$227,001</b>	<b>\$227,001</b>	

<b>Appropriation No:</b>	3440020000 (FY10)	<b>Amount:</b>	\$96,288
			\$
			\$
			\$
			\$
			\$
			\$

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# STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

	<b>Total</b>
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## PERSONAL SERVICE INFORMATION

**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: \_\_\_\_\_ Agreed by: CPW (initial)

12. Limited Service Position Information:	# Positions	Title
	0	
<b>Total Positions</b>		

**12a. Equipment and space for these positions:**  Is presently available.  Can be obtained with available funds.

## 13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: <u>[Signature]</u>	Date: <u>11/2/09</u>
	Title: <u>Commissioner DCF</u>	
	Signature: <u>[Signature]</u>	Date: <u>12/4/09</u>
	Title: <u>Deputy Secretary</u>	

## 14. SECRETARY OF ADMINISTRATION

<input type="checkbox"/> Approved:	(Secretary or designee signature) <u>[Signature]</u>	Date: <u>1/1/09</u>
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## 15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/>	Check One Box: Accepted	(Governor's signature) <u>[Signature]</u>	Date: <u>1/5/10</u>
<input type="checkbox"/>	Rejected		

## 16. DOCUMENTATION REQUIRED

### Required GRANT Documentation

<input type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input type="checkbox"/> Notice of Award <input type="checkbox"/> Grant Agreement <input type="checkbox"/> Grant Budget	<input type="checkbox"/> Notice of Donation (if any) <input type="checkbox"/> Grant (Project) Timeline (if applicable) <input type="checkbox"/> Request for Extension (if applicable) <input type="checkbox"/> Form AA-1PN attached (if applicable)
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End Form AA-1



**BUDGET INFORMATION - Non-Construction Programs**

OMB Approval No. 0348-0044

**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Demonstration	93.550	\$	\$	\$ 200,000.00	\$ 27,001.00	\$ 227,001.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 200,000.00	\$ 27,001.00	\$ 227,001.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY			Total (5)
	(1)	(2)	(3)	
a. Personnel	\$ 10,868.00	\$ 11,692.00	\$	\$ 22,560.00
b. Fringe Benefits	2,608.00	2,799.00		5,407.00
c. Travel	12,835.00			12,835.00
d. Equipment	6,375.00			6,375.00
e. Supplies	1,000.00			1,000.00
f. Contractual	128,263.00	11,250.00		139,513.00
g. Construction				0.00
h. Other	21,936.00	1,260.00		23,196.00
i. Total Direct Charges (sum of 6a-6h)	183,885.00	27,001.00	0.00	210,886.00
j. Indirect Charges	16,115.00			16,115.00
k. TOTALS (sum of 6i and 6j)	\$ 200,000.00	\$ 27,001.00	\$ 0.00	\$ 227,001.00
7: Program Income	\$	\$	\$	\$ 0.00

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Standard Form 424A (Rev. 7-97)  
Prescribed by OMB Circular A-102

Previous Edition Usable

<b>SECTION C - NON-FEDERAL RESOURCES</b>					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. State and Local Demonstration	\$ 27,001.00	\$	\$	\$ 27,001.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8-11)	\$ 27,001.00	\$ 0.00	\$ 0.00	\$ 27,001.00	
<b>SECTION D - FORECASTED CASH NEEDS</b>					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 200,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
14. Non-Federal	27,001.00	6,750.25	6,750.25	6,750.25	6,750.25
15. TOTAL (sum of lines 13 and 14)	\$ 227,001.00	\$ 56,750.25	\$ 56,750.25	\$ 56,750.25	\$ 56,750.25
<b>SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT</b>					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. State and Local Demonstration	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	
<b>SECTION F - OTHER BUDGET INFORMATION</b>					
21. Direct Charges:		22. Indirect Charges:			
23. Remarks: See attached line item budget and budget justification					

**Hartrich, Toni**

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**From:** Lawrence, Dana [Dana.Lawrence@ahs.state.vt.us]  
**Sent:** Monday, December 21, 2009 2:53 PM  
**To:** Hartrich, Toni  
**Cc:** Palmer, Mary Jane  
**Subject:** Support Systems for Rural Homeless Youth

**Program Overview**

Vermont's Department for Children and Families has been awarded a five year demonstration grant from HHS, ACF Family and Youth Services Bureau to collaborate with Vermont Coalition of Runaway and Homeless Youth and the New England Network on the development of private/public partnerships to assist at-risk youth in accessing jobs and affordable housing. The project will be conducted with a specific target community.

The emphasis of the project will be on facilitating a community **planning process** including private businesses, public service providers; youth and families in **year I** to design opportunities for youth to contribute to their community, acquire employment skills, improve community housing stock, and access affordable housing.

Year's II-V will involve implementation and evaluation of the project. The goal of the project is to provide sustainable long term opportunities for the target community and its youth and to use the lessons learned here to replicate successes achieved in other communities around the state. State and local representatives from DOE, DOC, DOL, DED, OEO and other state agencies are participating in the selection and planning process to maximize the opportunity to replicate successful elements elsewhere.

**Budget Breakdown**

The total grant award is for \$1,000,000 for the five year term of the grant to be broken out in \$200,000 annual increments for federal funds budgeted on the federal fiscal year beginning with the FFY 10 on October 1, 2009. The budget breakdown on the AA-1 is based on the skew caused by the difference in FFY and SFY timing. Additional funds reflected in annual budgets are match resulting from in-kind costs absorbed by the three partners listed in paragraph I above. Funds not expended during the initial planning year due to the late start or other factors may be rolled into budgets of subsequent years.

Questions about the AA-1 or this e-mail may be directed to me Dana Lawrence(241-2153) or Mary Jane Palmer, DCF business office who prepared the document. (241-2120)

# STATE OF VERMONT GRANT SPENDING PRE-NOTICE

(Form AA-1PN) *And*

<b>PURPOSE &amp; INSTRUCTIONS:</b>				
<p><i>This form is intended solely as notification to the Joint Fiscal Committee of the unavoidable need to spend State funds in advance of Joint Fiscal Committee approval of grant requests and with the intent of securing a federally or privately funded grant award. Pre-notification is required for expenditures of state funds beyond basic grant application preparation and filing costs. Expenditure of these state funds does not guarantee that a grant will be awarded to the State of Vermont, or that a future grant award will be accepted by the Joint Fiscal Committee. If a grant award is subsequently received, a completed Form AA-1 Request for Grant Acceptance must be submitted to the Joint Fiscal Committee for review and approval before spending or obligating additional funds.</i></p>				
<b>BASIC GRANT INFORMATION</b>				
<b>1. Agency:</b>	Agency of Human Services			
<b>2. Department:</b>	Department for Children & Families			
<b>3. Program:</b>	Homeless Youth			
<b>4. Legal Title of Grant:</b>	Support Systems for Rural Homeless Youth			
<b>5. Federal Catalog #:</b>	93.550			
<b>6. Grant/Donor Name and Address:</b>				
Dept. of Health & Human Services, Admin for Children & Families, Washington, DC				
<b>7. Grant Period:</b>	<b>From:</b> 9/30/2009	<b>To:</b> 9/29/2014		
<b>8. Purpose of Grant:</b>				
To improve collaboration with VT Coalition of Runaway and Homeless Youth and the New England Network for Children, Youth and Families that will strengthen services to non-system homeless youth and youth who are aging out of foster care.				
<b>9. STATE FUNDS TO BE SPENT IN ADVANCE OF GRANT ACCEPTANCE BY JOINT FISCAL:</b>				
<b>Expenditures:</b>	<b>FY 2010</b>	<b>Required Explanation/Comments</b>		
Personal Services	\$	(Include type of expenditures to be incurred, i.e. training, planning, proposal development, etc.) 2 people to attend 2-day annual meeting in Washington as required by grant.		
Operating Expenses	\$1,515.00			
Grants	\$			
<b>Total</b>	<b>\$1,515.00</b>			
<b>10. AUTHORIZATION AGENCY/DEPARTMENT</b>				
I/We certify that spending these State funds in advance of Joint Fiscal Approval of a Grant is unavoidable, and that a completed <b>Form AA-1 Request for Grant Acceptance</b> will be submitted for Joint Fiscal Committee approval if a grant award is received for this program:	Signature:	<i>Steve John</i>	Date:	<i>11/2/09</i>
	Title:	<i>Commissioner, DCF</i>		
	Signature:	<i>Patrick Ford</i>	Date:	<i>12/4/09</i>
	Title:	<i>Deputy Secretary</i>		
<b>11. ATTACHMENTS:</b> Attach relevant documentation that demonstrates the necessity of this expenditure. (example: funding opportunity guidelines require training, etc.)				
<b>Distribution:</b>				
Original - Joint Fiscal Office;				
Copy 1 - Department Grant File;				
Copy 2 - Attach to Form AA-1 (if grant is subsequently received).				
(End Form AA-1PN - Grant Spending Pre-Notice - Form AA-1PN)				

REC'D DEC 09 2009

**STATE OF VERMONT GRANT SPENDING PRE-NOTICE** (Form AA-1PN)

**Grant Recipients-Cohort 1**

**Project Period:** 9/30/2008 to 9/29/2013

**Colorado Department of Human Services**

Grant Number: 90CX0004

Mr. Bob Coulson, Adolescent Services Administrator

Colorado Dept. of Human Services

Chile Welfare Div./Permanency Unit

1575 Sherman Street, 2<sup>nd</sup> Flr

Denver, CO 80203

Phone: (303) 866-4706

Fax: (303) 866-5563

Email: [Bob.Coulson@state.co.us](mailto:Bob.Coulson@state.co.us)

AR: Karen Beye, Executive Director Phone: 303-866-5091 Email: [Karen.beye@state.co.us](mailto:Karen.beye@state.co.us)

**Iowa Department of Human Services**

Grant Number: 90CX0002

Mrs. Rebecca McCalley, Transitioning Youth Coordinator

Iowa Department of Human Services

Hoover Bldg., 5<sup>th</sup> Flr

1305 E. Walnut Street

Des Moines, IA 50319

Phone: (515) 281-6216

Fax: (515) 281-6248

Email: [mwright2@dhs.state.ia.us](mailto:mwright2@dhs.state.ia.us)

AR: Mary Nelson, Division Administrator Phone: 515-281-5521 Email: [mnelson@dhs.state.ia.us](mailto:mnelson@dhs.state.ia.us)

**Minnesota Department of Human Services**

Grant Number: 90CX0003

Ms. Beth Holger-Ambrose, Homeless Youth Services Coordinator

MN Dept. of Human Services

Community Partnerships Division

Office of Economic Opportunity

PO Box 64962

St. Paul, MN 55164

Phone: (651) 431-3823 phone

Fax: (651) 431-7509 fax

Email: [beth.holger@state.mn.us](mailto:beth.holger@state.mn.us)

AR: Charles Johnson, Assistant Commissioner Phone: 651-431-3835 Email: [chuck.johnson@state.mn.us](mailto:chuck.johnson@state.mn.us)

**Grant Recipients-Cohort 2**

**Project Period:** 9/30/2009 to 9/29/2014

**Project Deliverables:**

Date	Deliverable
November 16-17, 2009	SSRHY Orientation Conference
April 30, 2010	Semi-Annual Progress Report and Financial Status Report (SF269)
May 3, 2010	Declaration of Local Collaborating Partner
May 14, 2010	Continuation Application
June 30, 2010	Planning Document Due
June 2010	Annual Meeting
September 30, 2010	Beginning Program Yr 2 Implementation
October 31, 2010	Semi-Annual Progress Report and Financial Status Report (SF269)



State of Vermont  
Agency of Human Services  
Office of the Secretary  
103 South Main Street  
Waterbury, VT 05671-0204  
[www.ahs.state.vt.us](http://www.ahs.state.vt.us)

*Robert D. Hofmann, Secretary*

[phone] 802-241-2220  
[fax] 802-241-2979

July 30, 2009

To Whom It May Concern:

Vermont's Agency of Human Services is placing a high priority on meeting the housing needs of the clients we serve, particularly in these difficult economic times. We recognize that at-risk youth and former foster youth struggling to make the transition to adulthood are among the most in need. In 2006, we established the state Youth in Transition Leadership Team with representatives from the State Departments of Labor, Education, Aging and Disabilities, Children and Families/Family Services Corrections, Health, Mental Health, along with private communities serving youth like the Vermont Coalition of Runaway and Homeless Youth Programs.

The team meets monthly to identify issues impacting youth in transition and work to eliminate barriers to their success. The group is chaired by Scott Johnson, our state director of field services who oversees agency of human services across departments and reports directly to me. This group is making progress in addressing issues facing youth but the opportunity represented by the grant would enhance our ability target efforts in communities where the need is greatest. Promising practices identified by grant programming will be reviewed by this group and replicated around the state.

This grant application has our full support. Existing agency structures focusing on this area are evidence of our commitment to the issues this grant is designed to address. If successful, our agency and Youth in Transition Leadership Team will work to maximize the benefits of this effort for Vermont's Youth.

Sincerely,

Patrick Flood, Deputy Secretary  
Agency of Human Services



New England Network for  
Child, Youth & Family Services

Dana Lawrence, Youth Development Director  
DCF/Family Services Division  
103 South Main St.  
Waterbury, VT 05671

July 23, 2009

Dear Dana,

New England Network is very pleased to be included in this grant proposal to the Family Youth Services Bureau for Healthy & Productive Youth Vermont. If you are awarded the grant, NEN will provide expertise and resources to this project in the areas of facilitation, community assessment, PYD, training, research and evaluation.

To demonstrate our commitment, NEN will provide an in-kind match in time and salary to this project, totally \$6,350. This breaks down as follows:

- NEN's Executive Director will match \$3,720 in salary.
- NEN's Research Director will match \$2,600 in salary.

Again, thank you for reaching out to NEN, we wish you success in the grant competition, and look forward to our continuing association.

Sincerely,

Melanie Goodman  
Executive Director





July 27, 2009

Dana Lawrence, Director of Youth Development  
DCF/Family Service Division  
103 Elm Street  
Waterbury, VT 05671

Dear Mr. Lawrence,

I am writing to express my strong support for "**Healthy & Productive Youth Vermont**", a demonstration grant intended to improve collaborative state and local systems of care for rural homeless youth. Our mission at PYWA, is to build and sustain a high-quality youth services workforce committed to positive youth development, and creatively and skillfully meeting the needs of young people and families in the United States. We have a vested interest in the population your grant aims to serve.

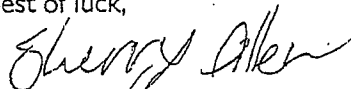
I reviewed an early draft of your application and was stunned to learn more about the "shadow Vermont" as you call it. That in some regions of the state the unemployment rates are in excess of 13%, child poverty rates of over 17%, and that Vermont's rural youth are more likely than any other young people in the country to be not working and not in school. That said, I was very impressed with your considerable knowledge of the issues homeless youth face, and the ideas and strategies that are already in play by numerous state and non-profit organizations. It is not surprising that the private sector, (business, faith, and the community in general) are still largely uninformed and need to be brought into the process. I have no doubt that you will accomplish this through your extensive planning process and already identified goals for implementation.

On the positive side, Vermont is already known nationally as a champion for transition-aged youth, and is highly respected in the youth development and youth work field for its forward thinking. The recent report, **From Surviving to Thriving**, commissioned by Vermont's runaway and homeless coalition is but one example of the will that exists statewide to understand and address the needs of this extremely vulnerable population.

PYWA is eager to learn from you as you select and test many of the models and promising practices you've outlined in your grant proposal. I see enormous potential for replication in other rural regions in the country, and will be happy to assist you in this regard. But even more importantly, your project should expand conventional thinking about the nature of collaboration between state and local communities, and demonstrate how to truly bring together a wide array of stakeholder groups, on behalf of our most vulnerable young people.

I wish you success with your application, and hope you'll keep me informed about your progress.

Best of luck,

  
Sherry Allen, President



## Vermont Coalition of Runaway and Homeless Youth Programs

The Vermont Coalition of Runaway and Homeless Youth Programs will:

- Participate fully in the year-one planning activities as described in this proposal;
- Commit staff time to coordinate activities;
- Collaborate with the State of Vermont (Agency of Human Services, Children and Families Department) and the New England Network to carry out the tasks described in this proposal;
- Keep all of the Coalition's 13 member programs informed of project development;
- Work to disseminate findings and best practices;
- Participate as needed with FYSB in project evaluation.

The Coalition will provide \$6,160 in matching resources to this project as follows:

- 1) \$3,750 in salary funding for the time of the Director of the Vermont Coalition of Runaway and Homeless Youth Programs;
- 2) \$1,150 in salary funding for the time of the Outreach Coordinator of the Vermont Coalition of Runaway and Homeless Youth Programs;
- 3) \$660 in-kind use of communications equipment/services (phone, IT )
- 4) \$600 for meeting expenses, room, refreshments.

Craig Pinkham, Director

Vermont Coalition of Runaway and Homeless Youth Programs

VCKHYP  
**THE COALITION**

**1. Addison County  
 Parent\Child Center  
 Middlebury**

**2. Counseling Service of  
 Addison County  
 Middlebury**

**3. Clara Martin Center  
 Randolph**

**4. Lamoille Family  
 Center\LINK  
 Morrisville**

**5. North East Kingdom  
 Community Action  
 Newport**

**6. North East Kingdom  
 Youth Services  
 St. Johnsbury**

**7. Northwest Counseling  
 & Support Services  
 St. Albans**

**8. Spectrum Youth &  
 Family Services  
 Burlington**

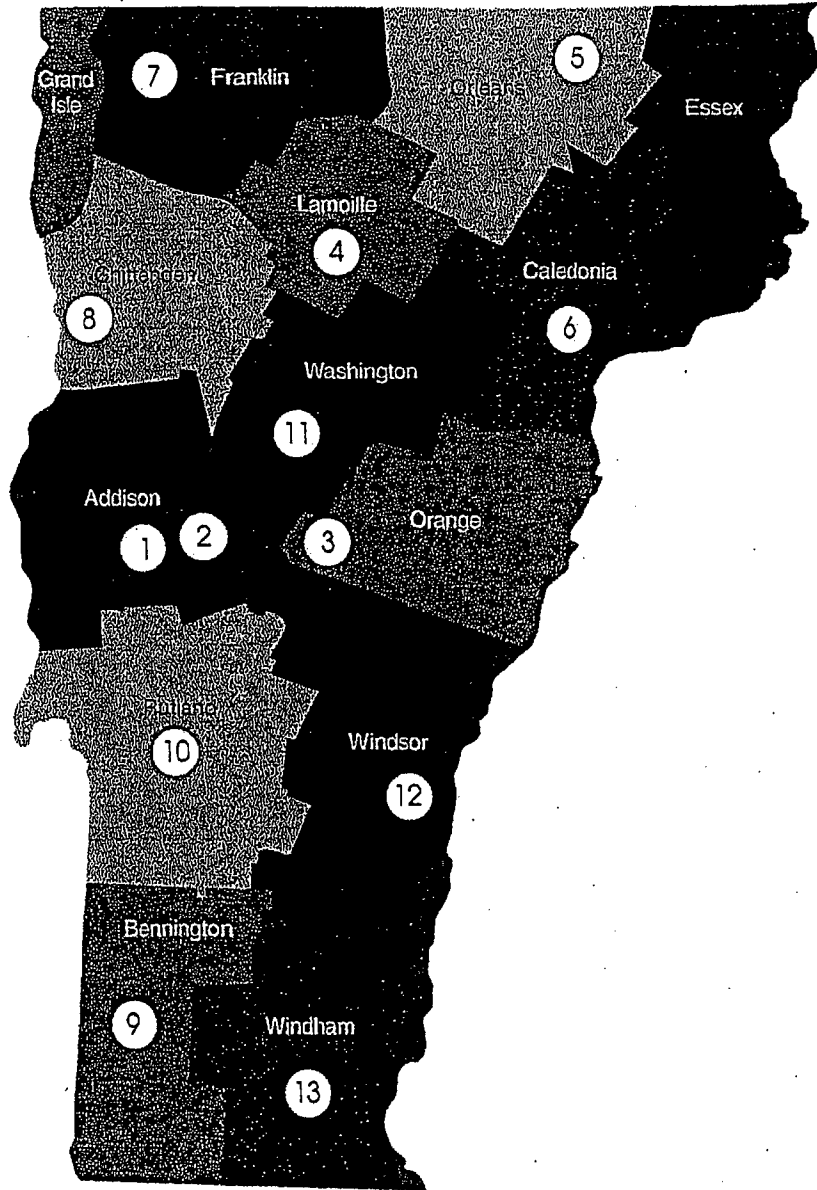
**9. United Counseling Service of  
 Bennington County  
 Bennington**

**10. Vermont Achievement Center  
 Rutland**

**11. Washington County Youth Service  
 Bureau Boys & Girls Club  
 Montpelier**

**12. Windsor County Youth Services  
 Ludlow**

**13. Youth Services of Windham County  
 Brattleboro**



<b>E. LINE ITEM BUDGET: Healthy &amp; Productive Youth Vermont</b>	<b>FYSB Request</b>	<b>Matching Resources</b>	<b>TOTAL</b>
<b>PERSONNEL</b>			
(1) VT DCF Youth Development Director: 8 hrs/wk @ \$37/hr x 52 wks (.	7,696.00	7,696.00	15,392.00
(2) Project Assistant (3 hrs/wk x \$12/hr x 52/wks (.05 FTE)	1,872.00	0.00	1,872.00
(3) Fiscal Manager (52/hrs total) \$25/hr	1,300.00	0.00	1,300.00
(4) Six state agency partners (\$37/hr x 3/hrs x 6 partners x 6 mtgs)		3,996.00	3,996.00
<b>SUBTOTAL PERSONNEL</b>	<b>10,868.00</b>	<b>11,692.00</b>	<b>22,560.00</b>
<b>FRINGE BENEFITS:</b>			
(6) Benefits are calculated at 24% of salary expense	2,608.00	2,799.00	5,407.00
<b>TRAVEL</b>			
(7) Local Travel: Travel by personnel to and from meetings, to visit potential community partner organizations and communities calculated at .55/mile x total of approximately 3000 miles (250 miles/month)	1,650.00	0.00	1,650.00
(8) Annual FYSB Meeting: 4 people to attend 2-day annual meeting. \$1,520 air (4 x \$380); \$2,000 hotel (4 x 2 nights x \$250); \$650 per diem (4 people x 2.5 days x \$65/day)	4,195.00 3,030.00 0.00	0.00 0.00 0.00	4,195.00 3,030.00 0.00
(9) Travel stipends for participating TIL/TLP agency representatives (8 reps travel an average of 150 miles round trip to attend 6 mtgs/yr @ .55/mi)	3,960.00	0.00	3,960.00
<b>SUBTOTAL TRAVEL</b>	<b>12,835.00</b>	<b>0.00</b>	<b>12,835.00</b>
<b>EQUIPMENT:</b>			
(10) Laptop Computers for Project Facilitator & Outreach Coordinator	2,000.00	0.00	2,000.00
(11) Mobile phones for Project Facilitator & Outreach Coordinator	350.00	0.00	350.00
(12) Cameras (15) and supplies for Zoom-In	4,025.00	0.00	4,025.00
<b>SUBTOTAL EQUIPMENT</b>	<b>6,375.00</b>	<b>0.00</b>	<b>6,375.00</b>
<b>SUPPLIES</b>			
(13) General office supplies estimated @ \$575	575.00	0.00	575.00
(14) Supplies for group meetings: newsprint, markers, folders, etc.	425.00	0.00	425.00
<b>SUBTOTAL SUPPLIES</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>CONTRACTUAL</b>			
(15) VCRHYP: To provide project coordination, outreach, staffing, logistics, management, site location, grant and fiscal reporting.			
Director - 9 hrs/week @ \$40/hour	14,970.00	3,750.00	18,720.00
Outreach Coordinator - 23 hrs/week @ \$20/hour	20,170.00	1,150.00	21,320.00
Benefits for VCRHYP staff @ 24% of salary	8,433.00	0.00	8,433.00
Travel costs for VCRHYP staff (100 miles/month @ .55/mile)	660.00	0.00	660.00
	<b>44,233.00</b>	<b>4,900.00</b>	<b>49,133.00</b>
(16) New England Network for Child, Youth & Family Services: to implement planning and selection process.			
Executive Director (3 hrs/week @ \$40/hour)	2,390.00	3,750.00	6,140.00
Director of Research (10 hrs/week @ \$35/hour)	15,600.00	2,600.00	18,200.00
TTA Director (8 hrs/week @ \$30/hour)	12,480.00	0.00	12,480.00
Zoom-In Coordinator (5 hrs/ week @ \$35/hour)	9,100.00	0.00	9,100.00
Project Facilitator (20 hrs/week @ \$25/hour)	26,000.00	0.00	26,000.00
Benefits for NEN staff @ 24% of salary	15,736.00	0.00	15,736.00
Travel costs for NEN staff (227 miles/month @ .55/mile)	2,724.00	0.00	2,724.00
	<b>84,030.00</b>	<b>6,350.00</b>	<b>90,380.00</b>
<b>TOTAL CONTRACTUAL</b>	<b>128,263.00</b>	<b>11,250.00</b>	<b>139,513.00</b>

**E. LINE ITEM BUDGET: (Continued)****OTHER**

(17) Copying and Printing: Zoom-In; Project Issues Briefs; Other	3,850.00	0.00	3,850.00
(18) VCRHYP Office space valued at \$150/month	1,800.00	0.00	1,800.00
(19) Communications: phone, internet, fax valued at 138/month	996.00	660.00	1,656.00
(20) Cost of planning meetings: room, refreshments @ \$200 x 6 mtgs	690.00	600.00	1,290.00
(21) Photovoice Instructor	3,750.00	0.00	3,750.00
(22) Stipends for youth in Zoom-In (\$100 x 16 youth); PYD Partners meeting attendance (\$25 x 6 youth x 6 mtgs)	2,500.00	0.00	2,500.00
(23) Zoom-In graphic designer ( incl. 2 publications)	4,000.00	0.00	4,000.00
(24) Process Evaluation	4,350.00	0.00	4,350.00
<b>SUBTOTAL OTHER</b>	<b>21,936.00</b>	<b>1,260.00</b>	<b>23,196.00</b>
<b>INDIRECT MANAGEMENT COSTS</b> for NEN (7.3% of operating expenses)	<b>16,115.00</b>	<b>0.00</b>	<b>16,115.00</b>
<b>TOTAL</b>	<b>200,000.00</b>	<b>27,001.00</b>	<b>227,001.00</b>

## **E. BUDGET JUSTIFICATION (1 of 4 pages)**

### **PERSONNEL**

#### **VT DCF Youth Development Director**

Will commit to provide general oversight of the Healthy & Productive Youth Vermont Project; participate fully in the planning and selection processes; maintain regular communication with contractors; submit required reports to FYSB; supervise the Project Assistant and Financial Manager. (8 hrs/wk @ \$37/hr x 52 wks = .20 FTE) \$7,696 requested of FYSB; \$7,696 matched. **Total: \$15,392.**

#### **VT DCF Project Assistant**

Will provide clerical support; assist Director in arranging meetings and maintaining communications with contractors and other community partners; assist in compiling required reports for FYSB and other involved parties. (3 hrs/wk @ \$12/hr x 52 wks. = .075 FTE) **Total: \$1,872.**

#### **VT DCF Financial Manager**

Will manage funding allocation and prepare financial reports for FYSB and other parties. Estimated @ 52 hrs/yr x \$25/hr = .025 FTE). **Total: \$1,300.**

#### **Other VT State Agency Partners**

Representatives from the following state agencies will participate in PYD Partner Task Force meetings: Departments of Labor, Education, Health, Mental Health, Aging and Disabilities, Children and Families/Family Services Corrections. Estimated @ 3hrs/\$37/hr x 6 representatives x six meetings, \$3,996 matched. **Total: \$3,996.\***

### **FRINGE BENEFITS**

For DCF personnel calculated @ 24% (Includes payroll taxes, workers comp., health insurance, retirement) \$2,608 requested of FYSB; \$2,799 matched. **Total: \$5,407**

### **TRAVEL**

#### **Local Travel**

Calculated @ the federal rate of .55/mi by car for DCF Director and Assistant to: travel round-trip to attend a minimum of 6 PYD Partners meetings, which will rotate locations for optimal member participation; travel to candidate communities; travel to meet with individual project stakeholders; attend related meetings and community events. Estimated @ 3000 miles (250/mi per month) **Total: \$1,650.**

#### **Travel to Annual FYSB Meeting:**

Four key Project staff (DCF Director, VCRHYP Coordinator, Outreach Coordinator, and Project Facilitator) to attend 2-day annual meeting: Air @ \$1,520 (4 x \$380); Hotel @ \$2000 (4 x 2 nights x \$250); Per diem @ \$650 (4 x 2.5 days x \$65/day) **Total: \$3,030.**

#### **Travel Stipends for Participants**

Calculated @ .55/mi by car for IL/TL Program agency representatives to be reimbursed mileage for their participation in 6 meetings/yr. (8 reps. average 150/mi round-trip) **Total: \$3,960**

## **E. BUDGET JUSTIFICATION (2 of 4 pages)**

### **EQUIPMENT**

**Laptop computers and mobile phones** for Outreach Coordinator and Project Facilitator. The Outreach Coordinator will be based at VCRHYP in Montpelier, and the Project Facilitator will work from her home office in the Northeast Kingdom, in closer proximity to the candidate communities. Both will be extremely flexible and mobile in carrying out and communicating about the tasks associated with this project as it evolves: attending all project meetings; making site visits to programs; recruiting and meeting individually with current and potential stakeholders, etc. (Laptops @ \$1000 x 2 = \$2000; mobile phones @ \$175 x 2 = \$350.) **Total: \$2,350**

**Cameras** for youth participants in the Zoom-In projects. A minimum of 16 youth will be recruited from youth-serving agencies and elsewhere in the two candidate communities, where they will be learn basic photography skills and be engaged in the Photo voice process. (8 youth per community x 2 x \$150 per camera = \$2400; plus film, matting, display materials estimated @ \$1,625.) **Total: \$4,025.**

### **SUPPLIES**

General office supplies (paper, envelopes, pens, files, etc.) for project staff estimated @ **Total: \$575**

Supplies for group meetings (poster board, newsprint, markers, folders, etc. estimated @ **Total: \$425.**

### **CONTRACTUAL**

#### **VT Coalition for Runaway & Homeless Youth Providers (VCRHYP)**

The Project will be housed with the VCRHYP at WCYSB in Montpelier, VT. In collaboration with NEN, VCRHYP will be contracted to provide staffing for outreach, project coordination, logistics management, and assist DCF with grant management and fiscal reporting.

**The Director** will commit to providing practical oversight of the implementation of the project; participate in all PYD Partners meetings; and supervise the Project Outreach Coordinator. (9 hrs/wk @ \$40/hr x 52/wks)

\$14,970 requested of FYSB; \$3,750 matched. **Total: \$18,720.**

**The Outreach Coordinator** will have primary responsibility for the implementation of all the various activities associated with the Project's planning and selection phase. He will have primary responsibility for recruitment of Task Force members, and work in concert with the Project Facilitator. He will also handle the scheduling of meeting, site logistics and the Zoom-In Project. (23 hrs/wk @ \$20/hr x 52 weeks) \$20,170 requested of FYSB; \$3,750 matched. **Total \$23,920.**

Fringe benefits for VCRHYP staff calculated @ 24% of salary. (Includes payroll taxes, workers comp., health insurance, retirement) **Total: \$8,433.**

Travel cost for VCRHYP staff estimated @ 100 miles/month @ .55/mile. **Total: \$660.**

## **E. BUDGET JUSTIFICATION (3 of 4 pages)**

### **New England Network for Child, Youth & Family Services (NEN)**

In collaboration with VCRHYP, NEN will be contracted to facilitate the entire planning and selection process with the PYD Partners Task Force; implement Zoom-In in 2 communities; provide necessary training and research activities helpful to the planning effort; and conduct an internal end-of-the-year process evaluation and report.

**The Executive Director** will provide general oversight of NEN's responsibilities and deliverables outlined in this grant. She will participate and/or assist with facilitation of the PYD Partners Task Force meetings as needed; supervise all NEN staff and consultants. (3 hr/wk x \$40 x 52 weeks) \$2,390 requested of FYSB; \$3,750 matched. **Total: \$6,140.**

**The Research Director** will provide research and resources to the planning and selections process; write periodic project practice briefs, work with the Zoom-in Coordinator to manage the youth-led surveys and liaise with the graphic designer; oversee/conduct the internal process evaluation. (8.5 hrs/wk x \$35/hr x 52 wks) **Total: \$15,470**

**The TTA Director** will provide PYD and related training and technical assistance to the PYD Partners Task Force and community agencies. (6 hrs/wk @ \$30/hr x 52 weeks) **Total: \$9,360**

**The Zoom-In Coordinator** will be responsible for working with the local IL/TL Programs and others in the 2 candidate communities; identify, recruit and engage youth in the Zoom-In projects; assist the Photovoice Instructor; manage the youth-led survey process; work closely with NEN's Research Director to collect data and photos for publications. (5 hrs/wk x \$35/hr x 52 weeks) **Total: \$9,100.**

**The Project Facilitator** will be the primary facilitator of the planning and selection process; she will assist the Outreach Coordinator with recruitment and orientation of PYD Partner Task Force members; design agendas, facilitate and write up the results of each planning meeting; write all copy about project and its progress for electronic and print dissemination. (20 hrs/wk x \$25 x 52 weeks) **Total: \$26,000**

Fringe Benefits for NEN staff calculated @ 24% (Includes payroll taxes, workers comp., health insurance, health savings account) **Total: \$15,736**

Travel costs for NEN staff estimated @ 227/month @.55/mile. **Total: \$2,724**

### **OTHER**

**Printing and Copying:** Costs associated with printing and copying of project materials for PYD Partners Task Force and community dissemination including Zoom-In and Project Issue briefs; and other. **Total \$3,850.**

**Office Space:** Costs associated with office space for HAPY VT Outreach Coordinator at WCYSB, home to VCRHYP in Montpelier, VT. Valued @ \$150/month. **Total: \$1,800.**

**Communications:** Costs associated with managing the Project include phone, fax, internet. Estimated @ \$138/mo. Total: \$996 requested of FYSB; \$660 matched. **Total: \$1,656.**



## **E. BUDGET JUSTIFICATION (4 of 4 pages)**

**Meeting Space:** Costs associated with holding PYD Partner Task Force meetings include room rental and refreshments estimated @ \$200 x 6 meetings. \$690 requested of FYSB; \$600 matched. **Total: \$1,290.**

**Photovoice Instructor:** This instructor will work closely with the Zoom-In Coordinator to organize the photovoice aspect of Zoom-In in two communities; teach photography classes to youth. (4 classes x 2 communities @ \$300 per class = \$2800; 38 hrs @\$25/hr to coordinate efforts and class preparation. **Total: \$3,750**

**Youth Stipends:** Stipends will be offered as incentives for youth to participate in Zoom-In projects where they will conduct surveys of other youth, and learn to describe their communities through photography. (\$100 x 16 youth = \$1,600); Youth will also be offered small stipends to participate in PYD Partners Task Force meetings. (\$25 x 6 youth x 6 meetings) **Total: \$2,500.**

**Zoom-In Graphic Designer:** This designer will work closely with NEN's Research Director to combine the youth-led survey results and other relevant data with the Photovoice component to create informative and visually pleasing publications for each community. (\$2000 per publication x 2) **Total: \$4,000.**

**Internal Process Evaluation:** NEN will carry out an internal process evaluation at the end of the planning phase. Components include: surveys, focus groups, review of secondary data, and a final report. Estimated cost @ \$50/hr x 87 hrs. **Total: \$4,350**

**Administrative Support for NEN:** NEN will require support for its operating costs associated with all the deliverables described above including; phone, internet, software, printing/copying, equipment maintenance, etc. **Total: \$16,115.**

**TOTAL: \$200,000 Requested of FYSB; \$27001 Matched. Total: \$227,001**

## F. THIRD-PARTY AGREEMENTS

To ensure the goals and objectives of **Healthy & Productive Youth Vermont** are met, Vermont's Agency of Human Services will enter into Third-Party Agreements with two highly qualified and experienced youth development organizations. Vermont Coalition of Runaway and Homeless Youth Programs (VCRHYP) and the New England Network for Children, Youth and Families (NEN). Below is a summary of the contractual agreements.

### → State of Vermont and VCRHYP

\$47,719.

The State of Vermont will contract with VCRHYP as they will house the Healthy & Productive The Project will be housed with the VCRHYP at WCYSB in Montpelier, VT. In collaboration with NEN, VCRHYP will be contracted to provide staffing for outreach, project coordination, logistics management, and assist DCF with grant management and fiscal reporting.

#### **VT Coalition for Runaway & Homeless Youth Providers (VCRHYP)**

The Project will be housed with the VCRHYP at WCYSB in Montpelier, VT. In collaboration with NEN, VCRHYP will be contracted to provide staffing for outreach, project coordination, logistics management, and assist DCF with grant management and fiscal reporting.

**The Director** will commit to providing practical oversight of the implementation of the project; participate in all PYD Partners meetings; and supervise the Project Outreach Coordinator. (9 hrs/wk @ \$40/hr x 52/wks)

\$14,970 requested of FYSB; \$3,750 matched. **Total: \$18,720.**

**The Outreach Coordinator** will have primary responsibility for the implementation of all the various activities associated with the Project's planning and selection phase. He will have primary responsibility for recruitment of Task Force members, and work in concert with the Project Facilitator. He will also handle the scheduling of meeting, site logistics and the Zoom-In Project. (23 hrs/wk @ \$20/hr x 52 weeks) \$20,170 requested of FYSB; \$3,750 matched. **Total \$23,920.**

Fringe benefits for VCRHYP staff calculated @ 24% of salary. (Includes payroll taxes, workers comp., health insurance, retirement) **Total: \$8,433**

Travel cost for VCRHYP staff estimated @ 100 miles/month @ .55/mile. **Total: \$660.**

**Office Space:** Costs associated with office space for HAPY VT Outreach Coordinator at WCYSB, home to VCRHYP in Montpelier, VT. Valued @ \$150/month. **Total: \$1,800.**

**Communications:** Costs associated with managing the Project include phone, fax, internet. Estimated @ \$138/mo. Total: \$996 requested of FYSB; **Total: \$996.**

**Meeting Space:** Costs associated with holding PYD Partner Task Force meetings include room rental, refreshments estimated @ \$200 x 6 meetings. \$690 requested of FYSB; **Total: \$690.**

The State of Vermont will contract with NEN to In collaboration with VCRHYP, NEN will be contracted to facilitate the entire planning and selection process with the PYD Partners Task Force; implement Zoom-In in 2 communities; provide necessary training and research activities helpful to the planning effort; and conduct an internal end-of-the-year process evaluation and report.

**The Executive Director** will provide general oversight of NEN's responsibilities and deliverables outlined in this grant. She will participate and/or assist with facilitation of the PYD Partners Task Force meetings as needed; supervise all NEN staff and consultants. (3 hr/wk x \$40 x 52 weeks) \$2,390 requested of FYSB; \$3,750 matched. **Total: \$6,140.**

**The Research Director** will provide research and resources to the planning and selections process; write periodic project practice briefs, work with the Zoom-in Coordinator to manage the youth-led surveys and liaise with the graphic designer; oversee/conduct the internal process evaluation.

(8.5 hrs/wk x \$35/hr x 52 wks) **Total: \$15,470**

**The TTA Director** will provide PYD and related training and technical assistance to the PYD Partners Task Force and community agencies.

(6 hrs/wk @ \$30/hr x 52 weeks) **Total: \$9,360**

**The Zoom-In Coordinator** will be responsible for working with the local IL/TL Programs and others in the 2 candidate communities; identify, recruit and engage youth in the Zoom-In projects; assist the Photovoice Instructor; manage the youth-led survey process; work closely with NEN's Research Director to collect data and photos for publications.

(5 hrs/wk x \$35/hr x 52 weeks) **Total: \$9,100.**

**The Project Facilitator** will be the primary facilitator of the planning and selection process; she will assist the Outreach Coordinator with recruitment and orientation of PYD Partner Task Force members; design agendas, facilitate and write up the results of each planning meeting; write all copy about project and its progress for electronic and print dissemination. (20 hrs/wk x \$25 x 52 weeks) **Total: \$26,000**

Fringe Benefits for NEN staff calculated @ 24% (Includes payroll taxes, workers comp., health insurance, health savings account) **Total: \$15,736**

Travel costs for NEN staff estimated @ 227/month @.55/mile. **Total: \$2,724**

**Printing and Copying:** Costs associated with printing and copying of project materials for PYD Partners Task Force and community dissemination including Zoom-In and Project Issue briefs; and other. **Total \$3,850.**

**Photovoice Instructor:** This instructor will work closely with the Zoom-In Coordinator to organize the Photovoice aspect of Zoom-In in 2 communities; teach photography classes to youth. (4 classes x 2 communities @ \$300 per class = \$2800; 38 hrs @ \$25/hr to coordinate efforts and class preparation. **Total: \$3,750.**

**Youth Stipends:** Stipends will be offered as incentives for youth to participate in the Zoom-In projects where they will conduct surveys of other youth, and learn to describe their communities through photography. (\$100 x 16 youth = \$1600); Youth will also be offered small stipends to participate in PYD Partners Task Force meetings. (\$25 x 6 youth x 6 meetings) **Total: \$2,500**

**Zoom-In Graphic Designer:** This designer will work closely with NEN's Research Director to combine the youth-led survey results and other relevant data with the Photovoice component to create informative and visually pleasing publications for each community. (\$2000 per publication x 2) **Total: \$4,000.**

**Internal Process Evaluation:** NEN will carry out an internal process evaluation at the end of planning phase. Components include: surveys, focus groups, review of secondary data, and a final report. Estimated cost of \$50/hr x 87/hrs. **Total: \$4,350.**

**Indirect Management Costs for NEN:** NEN will require support for its operating expenses associated with all the deliverables described above @ 7.3%. \$16,115 requested of FYSB; **Total: \$16,115.**

# *Fact Sheet:*

## *Support Systems for Rural Homeless Youth:*

A Collaborative State and Local Demonstration (SSRHY)

### **Overview**

On October 1, 2008, the Family and Youth Services Bureau (FYSB) of the Administration for Children and Families (ACF) launched a new 5-year demonstration – Support Systems for Rural Homeless Youth: A Collaborative State and Local Demonstration (SSRHY). SSRHY focuses on a highly vulnerable population of the nation's youth – young people ages 16-21, in rural areas (including Tribal lands and other rural Native communities) who are approaching independence and young adulthood, but who have few or no connections to supportive, family structures or to their surrounding communities.

Over the life of the new Demonstration, FYSB will provide annual grants of \$200,000 for a total of \$1 million per Grantee State. These demonstration grants direct the awarded states to collaborate with organizations in rural communities in order to improve the policies, programs and practices that affect the delivery of services to this vulnerable population.

### **Demonstration Design**

***Demonstration Goal:*** The overarching goal of the collaboration is to increase “connections” for youth in three critical areas of development – *Connections to Survival Support Services* (e.g., Case managed connections to stabilize youth in housing and in service fields of: Healthcare, Substance Abuse, and/or Mental Health as needed); *Community Connections* (e.g., Connections to Community Service, Youth and Adult Partnerships, mentoring, Peer Support Groups, and/or PYD activities), and *Connections to Education/Employment:* (e.g., Connections for High School/GED completion, Post Secondary Education, Employment, Training, and/or Jobs).

***Major Themes:*** The Demonstration is designed around several major themes that have been important to FYSB's Demonstration designs:

***State/Local Collaboration:*** The Demonstration requires collaboration between the grantee States, a selected Local Collaborating Partner in an identified rural community and additional agencies or organizations that may be necessary in supporting the goals of the Demonstration. The Local Collaborating Partner must be FYSB-funded organization that is providing services to rural youth in Transitional Living (TLP) and Independent Living Programs (ILP).

***Positive Youth Development (PYD):*** In pursuing the demonstration, grantees adhere to five key elements generally regarded "core" components of positive youth development. These five elements figure prominently in the planning efforts that address connectivity goals of the Demonstration and are reflected in program designs for the Demonstration's implementation.

- Healthy messages to adolescents about their bodies, their behaviors and their interactions;
- Safe and structured places for teens to study, recreate, and socialize;
- Strengthened relationships with adult role models, such as parents, mentors, coaches or community leaders and peers;
- Skill development in literacy, competence, work readiness and social skills; and
- Opportunities to serve others and build self-esteem.

**Youth Leadership:** The projects emphasize youth participation and leadership development in the planning, organizing, and implementation of all strategies and activities employed in achieving the project's connectivity goals and increasing opportunities for these young people.

**Learning Communities:** FYSB views each local project as a "learning laboratory" from which the grantee States and communities will extract lessons about capacity-building and effective practices in the coordination and delivery of services to TLP and ILP young people in rural areas. Such lessons will be used to inform future policies and programs at the local, State and national levels. Grantees in the Demonstration will constitute a "Learning Community" for these purposes.

**Demonstration Structure:** The SSRHY Demonstration has been constructed in two phases: a 1-year planning phase and a 4-year implementation phase.

**One-Year Planning Period:** The first-year grants award is supporting a planning effort wherein the State grantees work with FYSB and /RHY providers (e.g. community and faith-based organizations; Tribal or other Native American organizations) in rural areas that are interested in becoming the Local Collaborating Partner for the Demonstration. Together they are designing the approaches to the project that will be implemented over the remaining four years of the Demonstration.

**The Implementation Phase: Years Two through Five.** Approved State plans will allow each grantee to implement their Demonstration project in partnership with the selected Local Collaborating Partner beginning in October 2010. The Local Collaborating Partner will have primary responsibility for implementing the plan and the Demonstration. FYSB plans to fund four years of State/local operation under the approved plan.

**Support to the Local Collaborating Partner:** For years two through five of the Demonstration, each State grantee will support the efforts of its Local Collaborating Partner to provide to achieve the Demonstration's Connectivity Goals and to provide related PYD-oriented services to RHY youth in TLP and ILP programs. Demonstration operations will be conducted in a single, targeted rural community in accordance with the approach identified during the planning period.

**Demonstration Supports: Annual Meetings:** The Family and Youth Services Bureau will convene the State grantees, their Local Collaboration Partners and other critical Demonstration participants annually in order to provide a forum in which all demonstration partners can share experiences, trade materials, explore common challenges and opportunities, extract lessons, and confer on matters of importance to the ongoing success and sustainability of the Demonstration efforts.

**Annual Site Visits:** FYSB sponsors annual site visits to each Demonstration project that allow this federal sponsor to observe and monitor the Demonstration project, and to advise the States on matters important to the Demonstration.

**Technical Assistance:** FYSB has engaged Dr. James B. Hyman to act as an advisor and technical assistance agent to and for demonstration and the grantee states.

**Evaluation:**

During the planning year (year one), FYSB will work with State grantees, Local Collaborating Partners and other key agencies and organizations to design an evaluation process that will enable grantees to periodically assess progress throughout the Demonstration, culminating with a comprehensive, final evaluation to be completed in Year 5.



JFO 2428



State of Vermont  
Department of Finance & Management  
109 State Street, Pavilion Building  
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376  
[fax] 802-828-2428

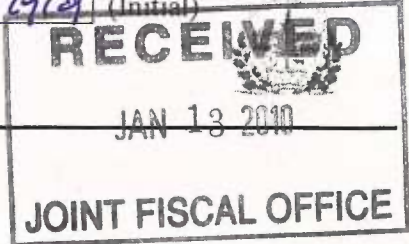
STATE OF VERMONT  
FINANCE & MANAGEMENT GRANT REVIEW FORM

<b>Grant Summary:</b>	Five Year demonstration grant to improve collaboration with the Vermont Coalition of Runaway and Homeless Youth and the New England Network for developing private/public partnerships to assist at-risk-youth to gain employment and affordable housing.				
<b>Date:</b>	12/24/2009				
<b>Department:</b>	Department for Children and Families				
<b>Legal Title of Grant:</b>	Support Systems for Rural Homeless Youth				
<b>Federal Catalog #:</b>	93.550				
<b>Grant/Donor Name and Address:</b>	U.S. Department of Health and Human Services, Administration for Children and Families, Washington DC				
<b>Grant Period:</b>	<b>From:</b>	9/30/2009	<b>To:</b>	9/29/2014	
<b>Grant/Donation</b>	\$1,000,000				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$96,288	\$200,000	\$200,000	\$1,000,000	\$503,712 not spent in the first three state fiscal years of this grant will be spent over the remaining 2.4 years.

<b>Position Information:</b>	<b># Positions</b>	<b>Explanation/Comments</b>
	0	

**Additional Comments:**

<b>Department of Finance &amp; Management</b>	<i>2H</i>	<i>12/29/09</i>	(Initial)
<b>Secretary of Administration</b>	<i>TC del</i>	<i>TP/12/29/09</i>	(Initial)





**STATE OF VERMONT**  
**FINANCE & MANAGEMENT GRANT REVIEW FORM**

<b>Sent To Joint Fiscal Office</b>	1/6/2010	<b>Date</b>
		1/6/2010



STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION				
<b>1. Agency:</b>		Agency of Human Services		
<b>2. Department:</b>		Department for Children & Families		
<b>3. Program:</b>		Homeless Youth		
<b>4. Legal Title of Grant:</b>		Support Systems for Rural Homeless Youth		
<b>5. Federal Catalog #:</b>		93.550		
<b>6. Grant/Donor Name and Address:</b> Dept of Health & Human Services, Admin for Children & Families, Washington, DC				
<b>7. Grant Period:</b>		<b>From:</b> 9/30/2009	<b>To:</b> 9/29/2014	
<b>8. Purpose of Grant:</b> To improve collaboration with VT Coalition of Runaway and Homeless Youth and the New England Network for Children, Youth and Families that will strengthen services to non-system homeless youths and youth who are aging out of Vermont's foster care system.				
<b>9. Impact on existing program if grant is not Accepted:</b> Continuing challenge to serve rural homeless youth.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
	FY 2010	FY 2011	FY 2012	
<b>Expenditures:</b>				
Personal Services	\$11,653	\$27,967	\$27,967	
Operating Expenses	\$18,085	\$43,406	\$43,406	
Grants	\$77,800	\$155,628	\$155,628	
<b>Total</b>	<b>\$107,538</b>	<b>\$227,001</b>	<b>\$227,001</b>	
<b>Revenues:</b>				
State Funds:	\$6,050	\$14,491	\$14,491	
Cash	\$	\$	\$	
In-Kind	\$5,200	\$12,510	\$12,510	
Federal Funds:	\$	\$	\$	
(Direct Costs)	\$96,288	\$200,000	\$200,000	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source )	\$	\$	\$	
<b>Total</b>	<b>\$107,538</b>	<b>\$227,001</b>	<b>\$227,001</b>	
<b>Appropriation No:</b>	34400200000 (FY10)	<b>Amount:</b>	\$96,288	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	

REC'D DEC 0 9 2009

# STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE (Form AA-1)

		<b>Total</b>
<b>PERSONAL SERVICE INFORMATION</b>		
<b>11. Will monies from this grant be used to fund one or more Personal Service Contracts?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy. Appointing Authority Name: _____ Agreed by: <u>CPW</u> (initial)		
<b>12. Limited Service Position Information:</b>	<b># Positions</b>	<b>Title</b>
	0	
<b>Total Positions</b>		
<b>12a. Equipment and space for these positions:</b>		<input checked="" type="checkbox"/> Is presently available. <input type="checkbox"/> Can be obtained with available funds.
<b>13. AUTHORIZATION AGENCY/DEPARTMENT</b>		
I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: <u>[Signature]</u>	Date: <u>11/2/09</u>
	Title: <u>Commissioner DCF</u>	
	Signature: <u>[Signature]</u>	Date: <u>12/4/09</u> <small>OK 9/24/11</small>
	Title: <u>Deputy Secretary</u>	
<b>14. SECRETARY OF ADMINISTRATION</b>		
<input type="checkbox"/>	Approved:	(Secretary or designee signature) <u>[Signature]</u> Date: <u>1/1/09</u>
<b>15. ACTION BY GOVERNOR</b>		
<input checked="" type="checkbox"/>	Check One Box: Accepted	(Governor's signature) <u>[Signature]</u> Date: <u>1/5/10</u>
<input type="checkbox"/>	Rejected	
<b>16. DOCUMENTATION REQUIRED</b>		
<b>Required GRANT Documentation</b>		
<input type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input type="checkbox"/> Notice of Award <input type="checkbox"/> Grant Agreement <input type="checkbox"/> Grant Budget	<input type="checkbox"/> Notice of Donation (if any) <input type="checkbox"/> Grant (Project) Timeline (if applicable) <input type="checkbox"/> Request for Extension (if applicable) <input type="checkbox"/> Form AA-1PN attached (if applicable)	
<b>End Form AA-1</b>		



**BUDGET INFORMATION - Non-Construction Programs**

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Demonstration	93.550	\$	\$	\$ 200,000.00	\$ 27,001.00	\$ 227,001.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 200,000.00	\$ 27,001.00	\$ 227,001.00
SECTION B - BUDGET CATEGORIES						
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					Total (5)
	(1)	(2)	(3)			
a. Personnel	\$ 10,868.00	\$ 11,692.00	\$	\$	\$ 22,560.00	
b. Fringe Benefits	2,608.00	2,799.00			5,407.00	
c. Travel	12,835.00				12,835.00	
d. Equipment	6,375.00				6,375.00	
e. Supplies	1,000.00				1,000.00	
f. Contractual	128,263.00	11,250.00			139,513.00	
g. Construction					0.00	
h. Other	21,936.00	1,260.00			23,196.00	
i. Total Direct Charges (sum of 6a-6h)	183,885.00	27,001.00	0.00	0.00	210,886.00	
j. Indirect Charges	16,115.00				16,115.00	
k. TOTALS (sum of 6i and 6j)	\$ 200,000.00	\$ 27,001.00	\$ 0.00	\$ 0.00	\$ 227,001.00	
7: Program Income	\$	\$	\$	\$	\$ 0.00	

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Standard Form 424A (Rev. 7-97)  
Prescribed by OMB Circular A-102

Previous Edition Usable

SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. State and Local Demonstration	\$ 27,001.00	\$	\$	\$ 27,001.00
9.				0.00
10.				0.00
11.				0.00
12. TOTAL (sum of lines 8-11)	\$ 27,001.00	\$ 0.00	\$ 0.00	\$ 27,001.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 200,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
14. Non-Federal	27,001.00	6,750.25	6,750.25	6,750.25	6,750.25
15. TOTAL (sum of lines 13 and 14)	\$ 227,001.00	\$ 56,750.25	\$ 56,750.25	\$ 56,750.25	\$ 56,750.25

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. State and Local Demonstration	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
17.				
18.				
19.				
20. TOTAL (sum of lines 16-19)	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	22. Indirect Charges:
23. Remarks: See attached line item budget and budget justification	

**Hartrich, Toni**

---

**From:** Lawrence, Dana [Dana.Lawrence@ahs.state.vt.us]  
**Sent:** Monday, December 21, 2009 2:53 PM  
**To:** Hartrich, Toni  
**Cc:** Palmer, Mary Jane  
**Subject:** Support Systems for Rural Homeless Youth

**Program Overview**

Vermont's Department for Children and Families has been awarded a five year demonstration grant from HHS, ACF Family and Youth Services Bureau to collaborate with Vermont Coalition of Runaway and Homeless Youth and the New England Network on the development of private/public partnerships to assist at-risk youth in accessing jobs and affordable housing. The project will be conducted with a specific target community.

The emphasis of the project will be on facilitating a community **planning process** including private businesses, public service providers; youth and families in **year I** to design opportunities for youth to contribute to their community, acquire employment skills, improve community housing stock, and access affordable housing.

Year's II-V will involve implementation and evaluation of the project. The goal of the project is to provide sustainable long term opportunities for the target community and its youth and to use the lessons learned here to replicate successes achieved in other communities around the state. State and local representatives from DOE, DOC, DOL, DED, OEO and other state agencies are participating in the selection and planning process to maximize the opportunity to replicate successful elements elsewhere.

**Budget Breakdown**

The total grant award is for \$1,000,000 for the five year term of the grant to be broken out in \$200,000 annual increments for federal funds budgeted on the federal fiscal year beginning with the FFY 10 on October 1, 2009. The budget breakdown on the AA-1 is based on the skew caused by the difference in FFY and SFY timing. Additional funds reflected in annual budgets are match resulting from in-kind costs absorbed by the three partners listed in paragraph I above. Funds not expended during the initial planning year due to the late start or other factors may be rolled into budgets of subsequent years.

Questions about the AA-1 or this e-mail may be directed to me Dana Lawrence(241-2153) or Mary Jane Palmer, DCF business office who prepared the document. (241-2120)

# STATE OF VERMONT GRANT SPENDING PRE-NOTICE

(Form AA-1PN) *Ad*

<b>PURPOSE &amp; INSTRUCTIONS:</b>		
<p><i>This form is intended solely as notification to the Joint Fiscal Committee of the unavoidable need to spend State funds in advance of Joint Fiscal Committee approval of grant requests and with the intent of securing a federally or privately funded grant award. Pre-notification is required for expenditures of state funds beyond basic grant application preparation and filing costs. Expenditure of these state funds does not guarantee that a grant will be awarded to the State of Vermont, or that a future grant award will be accepted by the Joint Fiscal Committee. If a grant award is subsequently received, a completed <b>Form AA-1 Request for Grant Acceptance</b> must be submitted to the Joint Fiscal Committee for review and approval before spending or obligating additional funds.</i></p>		
<b>BASIC GRANT INFORMATION</b>		
<b>1. Agency:</b>	Agency of Human Services	
<b>2. Department:</b>	Department for Children & Families	
<b>3. Program:</b>	Homeless Youth	
<b>4. Legal Title of Grant:</b>	Support Systems for Rural Homeless Youth	
<b>5. Federal Catalog #:</b>	93.550	
<b>6. Grant/Donor Name and Address:</b>		
Dept. of Health & Human Services, Admin for Children & Families, Washington, DC		
<b>7. Grant Period:</b>	<b>From:</b> 9/30/2009	<b>To:</b> 9/29/2014
<b>8. Purpose of Grant:</b>		
To improve collaboration with VT Coalition of Runaway and Homeless Youth and the New England Network for Children, Youth and Families that will strengthen services to non-system homeless youth and youth who are aging out of foster care.		
<b>9. STATE FUNDS TO BE SPENT IN ADVANCE OF GRANT ACCEPTANCE BY JOINT FISCAL:</b>		
<b>Expenditures:</b>	<b>FY 2010</b>	<b>Required Explanation/Comments</b>
Personal Services	\$	(Include type of expenditures to be incurred, i.e. training, planning, proposal development, etc.) 2 people to attend 2-day annual meeting in Washington as required by grant.
Operating Expenses	\$1,515.00	
Grants	\$	
<b>Total</b>	<b>\$1,515.00</b>	
<b>10. AUTHORIZATION AGENCY/DEPARTMENT</b>		
I/We certify that spending these State funds in advance of Joint Fiscal Approval of a Grant is unavoidable, and that a completed <b>Form AA-1 Request for Grant Acceptance</b> will be submitted for Joint Fiscal Committee approval if a grant award is received for this program:	Signature: <i>Steph Jahn</i>	Date: <i>11/2/09</i>
	Title: <i>COMMISSIONER, DCF</i>	
	Signature: <i>Patrick Flood</i>	Date: <i>12/4/09</i>
	Title: <i>Deputy Secretary</i>	
<b>11. ATTACHMENTS:</b> Attach relevant documentation that demonstrates the necessity of this expenditure. (example: funding opportunity guidelines require training, etc.)		
<b>Distribution:</b>		
Original - Joint Fiscal Office;		
Copy 1 - Department Grant File;		
Copy 2 - Attach to Form AA-1 (if grant is subsequently received).		
(End Form AA-1PN - Grant Spending Pre-Notice - Form AA-1PN)		

REC'D DEC 09 2009



**STATE OF VERMONT GRANT SPENDING PRE-NOTICE** (Form AA-1PN)

**Grant Recipients-Cohort 1**

**Project Period:** 9/30/2008 to 9/29/2013

**Colorado Department of Human Services**

Grant Number: 90CX0004

Mr. Bob Coulson, Adolescent Services Administrator

Colorado Dept. of Human Services

Chile Welfare Div./Permanency Unit

1575 Sherman Street, 2<sup>nd</sup> Flr

Denver, CO 80203

Phone: (303) 866-4706

Fax: (303) 866-5563

Email: [Bob.Coulson@state.co.us](mailto:Bob.Coulson@state.co.us)

AR: Karen Beve, Executive Director Phone: 303-866-5091 Email: [Karen.beve@state.co.us](mailto:Karen.beve@state.co.us)

**Iowa Department of Human Services**

Grant Number: 90CX0002

Mrs. Rebecca McCalley, Transitioning Youth Coordinator

Iowa Department of Human Services

Hoover Bldg., 5<sup>th</sup> Flr

1305 E. Walnut Street

Des Moines, IA 50319

Phone: (515) 281-6216

Fax: (515) 281-6248

Email: [mwright2@dhs.state.ia.us](mailto:mwright2@dhs.state.ia.us)

AR: Mary Nelson, Division Administrator Phone: 515-281-5521 Email: [mnelson@dhs.state.ia.us](mailto:mnelson@dhs.state.ia.us)

**Minnesota Department of Human Services**

Grant Number: 90CX0003

Ms. Beth Holger-Ambrose, Homeless Youth Services Coordinator

MN Dept. of Human Services

Community Partnerships Division

Office of Economic Opportunity

PO Box 64962

St. Paul, MN 55164

Phone: (651) 431-3823 phone

Fax: (651) 431-7509 fax

Email: [beth.holger@state.mn.us](mailto:beth.holger@state.mn.us)

AR: Charles Johnson, Assistant Commissioner Phone: 651-431-3835 Email: [chuck.johnson@state.mn.us](mailto:chuck.johnson@state.mn.us)

**Grant Recipients-Cohort 2**

**Project Period:** 9/30/2009 to 9/29/2014

**Project Deliverables:**

Date	Deliverable
November 16-17, 2009	SSRHY Orientation Conference
April 30, 2010	Semi-Annual Progress Report and Financial Status Report (SF269)
May 3, 2010	Declaration of Local Collaborating Partner
May 14, 2010	Continuation Application
June 30, 2010	Planning Document Due
June 2010	Annual Meeting
September 30, 2010	Beginning Program Yr 2 Implementation
October 31, 2010	Semi-Annual Progress Report and Financial Status Report (SF269)



State of Vermont  
Agency of Human Services  
Office of the Secretary  
103 South Main Street  
Waterbury, VT 05671-0204  
www.ahs.state.vt.us

Robert D. Hofmann, Secretary

[phone] 802-241-2220  
[fax] 802-241-2979

July 30, 2009

To Whom It May Concern:

Vermont's Agency of Human Services is placing a high priority on meeting the housing needs of the clients we serve, particularly in these difficult economic times. We recognize that at-risk youth and former foster youth struggling to make the transition to adulthood are among the most in need. In 2006, we established the state Youth in Transition Leadership Team with representatives from the State Departments of Labor, Education, Aging and Disabilities, Children and Families/Family Services Corrections, Health, Mental Health, along with private communities serving youth like the Vermont Coalition of Runaway and Homeless Youth Programs.

The team meets monthly to identify issues impacting youth in transition and work to eliminate barriers to their success. The group is chaired by Scott Johnson, our state director of field services who oversees agency of human services across departments and reports directly to me. This group is making progress in addressing issues facing youth but the opportunity represented by the grant would enhance our ability target efforts in communities where the need is greatest. Promising practices identified by grant programming will be reviewed by this group and replicated around the state.

This grant application has our full support. Existing agency structures focusing on this area are evidence of our commitment to the issues this grant is designed to address. If successful, our agency and Youth in Transition Leadership Team will work to maximize the benefits of this effort for Vermont's Youth.

Sincerely,

A handwritten signature in cursive script that reads "Patrick Flood".

Patrick Flood, Deputy Secretary  
Agency of Human Services



New England Network for  
Child, Youth & Family Services

Dana Lawrence, Youth Development Director  
DCF/Family Services Division  
103 South Main St.  
Waterbury, VT 05671

July 23, 2009

Dear Dana,

New England Network is very pleased to be included in this grant proposal to the Family Youth Services Bureau for Healthy & Productive Youth Vermont. If your are awarded the grant, NEN will provide expertise and resources to this project in the areas of facilitation, community assessment, PYD, training, research and evaluation.

To demonstrate our commitment, NEN will provide an in-kind match in time and salary to this project, totally \$6,350. This breaks down as follows:

- NEN's Executive Director will match \$3,720 in salary.
- NEN's Research Director will match \$2,600 in salary.

Again, thank you for reaching out to NEN, we wish you success in the grant competition, and look forward to our continuing association.

Sincerely,

Melanie Goodman  
Executive Director



July 27, 2009

Dana Lawrence, Director of Youth Development  
DCF/Family Service Division  
103 Elm Street  
Waterbury, VT 05671

Dear Mr. Lawrence,

I am writing to express my strong support for "**Healthy & Productive Youth Vermont**", a demonstration grant intended to improve collaborative state and local systems of care for rural homeless youth. Our mission at PYWA, is to build and sustain a high-quality youth services workforce committed to positive youth development, and creatively and skillfully meeting the needs of young people and families in the United States. We have a vested interest in the population your grant aims to serve.

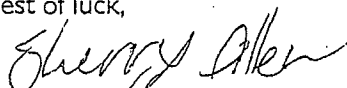
I reviewed an early draft of your application and was stunned to learn more about the "shadow Vermont" as you call it. That in some regions of the state the unemployment rates are in excess of 13%, child poverty rates of over 17%, and that Vermont's rural youth are more likely than any other young people in the country to be not working and not in school. That said, I was very impressed with your considerable knowledge of the issues homeless youth face, and the ideas and strategies that are already in play by numerous state and non-profit organizations. It is not surprising that the private sector, (business, faith, and the community in general) are still largely uninformed and need to be brought into the process. I have no doubt that you will accomplish this through your extensive planning process and already identified goals for implementation.

On the positive side, Vermont is already known nationally as a champion for transition-aged youth, and is highly respected in the youth development and youth work field for its forward thinking. The recent report, **From Surviving to Thriving**, commissioned by Vermont's runaway and homeless coalition is but one example of the will that exists statewide to understand and address the needs of this extremely vulnerable population.

PYWA is eager to learn from you as you select and test many of the models and promising practices you've outlined in your grant proposal. I see enormous potential for replication in other rural regions in the country, and will be happy to assist you in this regard. But even more importantly, your project should expand conventional thinking about the nature of collaboration between state and local communities, and demonstrate how to truly bring together a wide array of stakeholder groups, on behalf of our most vulnerable young people.

I wish you success with your application, and hope you'll keep me informed about your progress.

Best of luck,

  
Sherry Allen, President



## Vermont Coalition of Runaway and Homeless Youth Programs

The Vermont Coalition of Runaway and Homeless Youth Programs will:

- Participate fully in the year-one planning activities as described in this proposal;
- Commit staff time to coordinate activities;
- Collaborate with the State of Vermont (Agency of Human Services, Children and Families Department) and the New England Network to carry out the tasks described in this proposal;
- Keep all of the Coalition's 13 member programs informed of project development;
- Work to disseminate findings and best practices;
- Participate as needed with FYSB in project evaluation.

The Coalition will provide \$6,160 in matching resources to this project as follows:

- 1) \$3,750 in salary funding for the time of the Director of the Vermont Coalition of Runaway and Homeless Youth Programs;
- 2) \$1,150 in salary funding for the time of the Outreach Coordinator of the Vermont Coalition of Runaway and Homeless Youth Programs;
- 3) \$660 in-kind use of communications equipment/services (phone, IT )
- 4) \$600 for meeting expenses, room, refreshments.

Craig Pinkham, Director

Vermont Coalition of Runaway and Homeless Youth Programs

VCHYP

## THE COALITION

1. Addison County  
Parent\Child Center  
Middlebury

2. Counseling Service of  
Addison County  
Middlebury

3. Clara Martin Center  
Randolph

4. Lamoille Family  
Center\LINK  
Morrisville

5. North East Kingdom  
Community Action  
Newport

6. North East Kingdom  
Youth Services  
St. Johnsbury

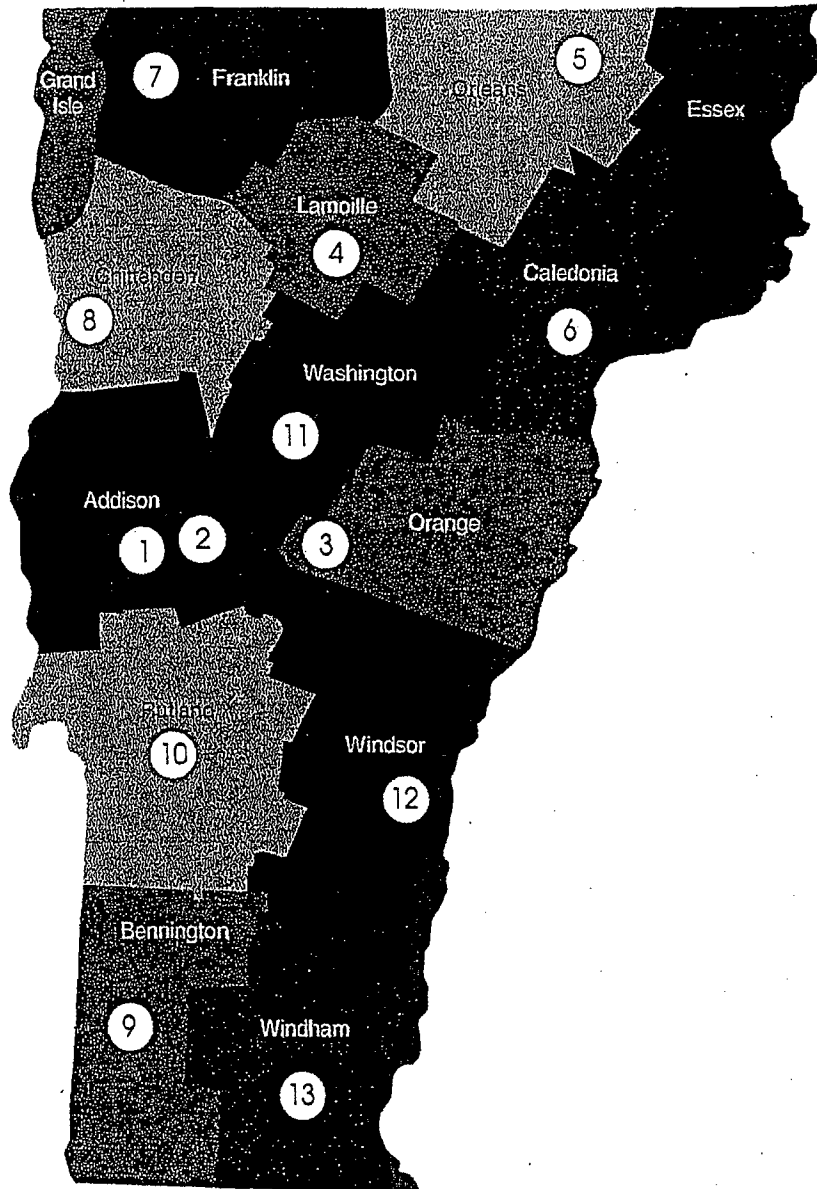
7. Northwest Counseling  
& Support Services  
St. Albans

8. Spectrum Youth &  
Family Services  
Burlington

9. United Counseling Service of  
Bennington County  
Bennington

10. Vermont Achievement Center  
Rutland

11. Washington County Youth Service  
Bureau Boys & Girls Club  
Montpelier



12. Windsor County Youth Services  
Ludlow

13. Youth Services of Windham County  
Brattleboro

<b>E. LINE ITEM BUDGET: Healthy &amp; Productive Youth Vermont</b>	<b>FYSB Request</b>	<b>Matching Resources</b>	<b>TOTAL</b>
<b>PERSONNEL</b>			
(1) VT DCF Youth Development Director: 8 hrs/wk @ \$37/hr x 52 wks (.05 FTE)	7,696.00	7,696.00	15,392.00
(2) Project Assistant (3 hrs/wk x \$12/hr x 52/wks (.05 FTE)	1,872.00	0.00	1,872.00
(3) Fiscal Manager (52/hrs total) \$25/hr	1,300.00	0.00	1,300.00
(4) Six state agency partners (\$37/hr x 3/hrs x 6 partners x 6 mtgs)		3,996.00	3,996.00
<b>SUBTOTAL PERSONNEL</b>	<b>10,868.00</b>	<b>11,692.00</b>	<b>22,560.00</b>
<b>FRINGE BENEFITS:</b>			
(6) Benefits are calculated at 24% of salary expense	2,608.00	2,799.00	5,407.00
<b>TRAVEL</b>			
(7) Local Travel: Travel by personnel to and from meetings, to visit potential community partner organizations and communities calculated at .55/mile x total of approximately 3000 miles (250 miles/month)	1,650.00	0.00	1,650.00
(8) Annual FYSB Meeting: 4 people to attend 2-day annual meeting. \$1,520 air (4 x \$380); \$2,000 hotel (4 x 2 nights x \$250); \$650 per diem (4 people x 2.5 days x \$65/day)	4,195.00 3,030.00 0.00	0.00 0.00 0.00	4,195.00 3,030.00 0.00
(9) Travel stipends for participating TIL/TLP agency representatives (8 reps travel an average of 150 miles round trip to attend 6 mtgs/yr @ .55/mi)	3,960.00	0.00	3,960.00
<b>SUBTOTAL TRAVEL</b>	<b>12,835.00</b>	<b>0.00</b>	<b>12,835.00</b>
<b>EQUIPMENT:</b>			
(10) Laptop Computers for Project Facilitator & Outreach Coordinator	2,000.00	0.00	2,000.00
(11) Mobile phones for Project Facilitator & Outreach Coordinator	350.00	0.00	350.00
(12) Cameras (15) and supplies for Zoom-In	4,025.00	0.00	4,025.00
<b>SUBTOTAL EQUIPMENT</b>	<b>6,375.00</b>	<b>0.00</b>	<b>6,375.00</b>
<b>SUPPLIES</b>			
(13) General office supplies estimated @ \$575	575.00	0.00	575.00
(14) Supplies for group meetings: newsprint, markers, folders, etc.	425.00	0.00	425.00
<b>SUBTOTAL SUPPLIES</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>CONTRACTUAL</b>			
(15) VCRHYP: To provide project coordination, outreach, staffing, logistics, management, site location, grant and fiscal reporting. Director - 9 hrs/week @ \$40/hour Outreach Coordinator - 23 hrs/week @ \$20/hour Benefits for VCRHYP staff @ 24% of salary Travel costs for VCRHYP staff (100 miles/month @ .55/mile)	14,970.00 20,170.00 8,433.00 660.00	3,750.00 1,150.00 0.00 0.00	18,720.00 21,320.00 8,433.00 660.00
	<b>44,233.00</b>	<b>4,900.00</b>	<b>49,133.00</b>
(16) New England Network for Child, Youth & Family Services: to implement planning and selection process. Executive Director (3 hrs/week @ \$40/hour) Director of Research (10 hrs/week @ \$35/hour) TTA Director (8 hrs/week @ \$30/hour) Zoom-In Coordinator (5 hrs/ week @ \$35/hour) Project Facilitator (20 hrs/week @ \$25/hour) Benefits for NEN staff @ 24% of salary Travel costs for NEN staff (227 miles/month @ .55/mile)	2,390.00 15,600.00 12,480.00 9,100.00 26,000.00 15,736.00 2,724.00	3,750.00 2,600.00 0.00 0.00 0.00 0.00 0.00	6,140.00 18,200.00 12,480.00 9,100.00 26,000.00 15,736.00 2,724.00
	<b>84,030.00</b>	<b>6,350.00</b>	<b>90,380.00</b>
<b>TOTAL CONTRACTUAL</b>	<b>128,263.00</b>	<b>11,250.00</b>	<b>139,513.00</b>



**E. LINE ITEM BUDGET: (Continued)****OTHER**

(17) Copying and Printing: Zoom-In; Project Issues Briefs; Other	3,850.00	0.00	3,850.00
(18) VCRHYP Office space valued at \$150/month	1,800.00	0.00	1,800.00
(19) Communications: phone, internet, fax valued at 138/month	996.00	660.00	1,656.00
(20) Cost of planning meetings: room, refreshments @ \$200 x 6 mtgs	690.00	600.00	1,290.00
(21) Photovoice Instructor	3,750.00	0.00	3,750.00
(22) Stipends for youth in Zoom-In (\$100 x 16 youth); PYD Partners meeting attendance (\$25 x 6 youth x 6 mtgs)	2,500.00	0.00	2,500.00
(23) Zoom-In graphic designer ( incl. 2 publications)	4,000.00	0.00	4,000.00
(24) Process Evaluation	4,350.00	0.00	4,350.00
<b>SUBTOTAL OTHER</b>	<b>21,936.00</b>	<b>1,260.00</b>	<b>23,196.00</b>
<b>INDIRECT MANAGEMENT COSTS</b> for NEN (7.3% of operating expenses)	<b>16,115.00</b>	<b>0.00</b>	<b>16,115.00</b>
<b>TOTAL</b>	<b>200,000.00</b>	<b>27,001.00</b>	<b>227,001.00</b>

## **E. BUDGET JUSTIFICATION (1 of 4 pages)**

### **PERSONNEL**

#### **VT DCF Youth Development Director**

Will commit to provide general oversight of the Healthy & Productive Youth Vermont Project; participate fully in the planning and selection processes; maintain regular communication with contractors; submit required reports to FSYB; supervise the Project Assistant and Financial Manager. (8 hrs/wk @ \$37/hr x 52 wks = .20 FTE) \$7,696 requested of FYSB; \$7,696 matched. **Total: \$15,392.**

#### **VT DCF Project Assistant**

Will provide clerical support; assist Director in arranging meetings and maintaining communications with contractors and other community partners; assist in compiling required reports for FYSB and other involved parties. (3 hrs/wk @ \$12/hr x 52 wks. = .075 FTE) **Total: \$1,872.**

#### **VT DCF Financial Manager**

Will manage funding allocation and prepare financial reports for FYSB and other parties. Estimated @ 52 hrs/yr x \$25/hr = .025 FTE). **Total: \$1,300.**

#### **Other VT State Agency Partners**

Representatives from the following state agencies will participate in PYD Partner Task Force meetings: Departments of Labor, Education, Health, Mental Health, Aging and Disabilities, Children and Families/Family Services Corrections. Estimated @ 3hrs/\$37/hr x 6 representatives x six meetings, \$3,996 matched. **Total: \$3,996.\***

### **FRINGE BENEFITS**

For DCF personnel calculated @ 24% (Includes payroll taxes, workers comp., health insurance, retirement) \$2,608 requested of FYSB; \$2,799 matched. **Total: \$5,407**

### **TRAVEL**

#### **Local Travel**

Calculated @ the federal rate of .55/mi by car for DCF Director and Assistant to: travel round-trip to attend a minimum of 6 PYD Partners meetings, which will rotate locations for optimal member participation; travel to candidate communities; travel to meet with individual project stakeholders; attend related meetings and community events. Estimated @ 3000 miles (250/mi per month) **Total: \$1,650.**

#### **Travel to Annual FYSB Meeting:**

Four key Project staff (DCF Director, VCRHYP Coordinator, Outreach Coordinator, and Project Facilitator) to attend 2-day annual meeting: Air @ \$1,520 (4 x \$380); Hotel @ \$2000 (4 x 2 nights x \$250); Per diem @ \$650 (4 x 2.5 days x \$65/day) **Total: \$3,030.**

#### **Travel Stipends for Participants**

Calculated @ .55/mi by car for IL/TL Program agency representatives to be reimbursed mileage for their participation in 6 meetings/yr. (8 reps. average 150/mi round-trip) **Total: \$3,960**

## **E. BUDGET JUSTIFICATION (2 of 4 pages)**

### **EQUIPMENT**

**Laptop computers and mobile phones** for Outreach Coordinator and Project Facilitator. The Outreach Coordinator will be based at VCRHYP in Montpelier, and the Project Facilitator will work from her home office in the Northeast Kingdom, in closer proximity to the candidate communities. Both will be extremely flexible and mobile in carrying out and communicating about the tasks associated with this project as it evolves: attending all project meetings; making site visits to programs; recruiting and meeting individually with current and potential stakeholders, etc. (Laptops @ \$1000 x 2 = \$2000; mobile phones @ \$175 x 2 = \$350.) **Total: \$2,350**

**Cameras** for youth participants in the Zoom-In projects. A minimum of 16 youth will be recruited from youth-serving agencies and elsewhere in the two candidate communities, where they will be learn basic photography skills and be engaged in the Photo voice process. (8 youth per community x 2 x \$150 per camera = \$2400; plus film, matting, display materials estimated @ \$1,625.) **Total: \$4,025.**

### **SUPPLIES**

General office supplies (paper, envelopes, pens, files, etc.) for project staff estimated @ **Total: \$575**

Supplies for group meetings (poster board, newsprint, markers, folders, etc. estimated @ **Total: \$425.**

### **CONTRACTUAL**

#### **VT Coalition for Runaway & Homeless Youth Providers (VCRHYP)**

The Project will be housed with the VCRHYP at WCYSB in Montpelier, VT. In collaboration with NEN, VCRHYP will be contracted to provide staffing for outreach, project coordination, logistics management, and assist DCF with grant management and fiscal reporting.

**The Director** will commit to providing practical oversight of the implementation of the project; participate in all PYD Partners meetings; and supervise the Project Outreach Coordinator. (9 hrs/wk @ \$40/hr x 52/wks)

\$14,970 requested of FYSB; \$3,750 matched. **Total: \$18,720.**

**The Outreach Coordinator** will have primary responsibility for the implementation of all the various activities associated with the Project's planning and selection phase. He will have primary responsibility for recruitment of Task Force members, and work in concert with the Project Facilitator. He will also handle the scheduling of meeting, site logistics and the Zoom-In Project. (23 hrs/wk @\$20/hr x 52 weeks) \$20,170 requested of FYSB; \$3,750 matched. **Total \$23,920.**

Fringe benefits for VCRHYP staff calculated @ 24% of salary. (Includes payroll taxes, workers comp., health insurance, retirement) **Total: \$8,433.**

Travel cost for VCRHYP staff estimated @ 100 miles/month @ .55/mile. **Total: \$660.**

## **E. BUDGET JUSTIFICATION (3 of 4 pages)**

### **New England Network for Child, Youth & Family Services (NEN)**

In collaboration with VCRHYP, NEN will be contracted to facilitate the entire planning and selection process with the PYD Partners Task Force; implement Zoom-In in 2 communities; provide necessary training and research activities helpful to the planning effort; and conduct an internal end-of-the-year process evaluation and report.

**The Executive Director** will provide general oversight of NEN's responsibilities and deliverables outlined in this grant. She will participate and/or assist with facilitation of the PYD Partners Task Force meetings as needed; supervise all NEN staff and consultants. (3 hr/wk x \$40 x 52 weeks) \$2,390 requested of FYSB; \$3,750 matched. **Total: \$6,140.**

**The Research Director** will provide research and resources to the planning and selections process; write periodic project practice briefs, work with the Zoom-in Coordinator to manage the youth-led surveys and liaise with the graphic designer; oversee/conduct the internal process evaluation. (8.5 hrs/wk x \$35/hr x 52 wks) **Total: \$15,470**

**The TTA Director** will provide PYD and related training and technical assistance to the PYD Partners Task Force and community agencies. (6 hrs/wk @ \$30/hr x 52 weeks) **Total: \$9,360**

**The Zoom-In Coordinator** will be responsible for working with the local IL/TL Programs and others in the 2 candidate communities; identify, recruit and engage youth in the Zoom-In projects; assist the Photovoice Instructor; manage the youth-led survey process; work closely with NEN's Research Director to collect data and photos for publications. (5 hrs/wk x \$35/hr x 52 weeks) **Total: \$9,100.**

**The Project Facilitator** will be the primary facilitator of the planning and selection process; she will assist the Outreach Coordinator with recruitment and orientation of PYD Partner Task Force members; design agendas, facilitate and write up the results of each planning meeting; write all copy about project and its progress for electronic and print dissemination. (20 hrs/wk x \$25 x 52 weeks) **Total: \$26,000**

Fringe Benefits for NEN staff calculated @ 24% (Includes payroll taxes, workers comp., health insurance, health savings account) **Total: \$15,736**

Travel costs for NEN staff estimated @ 227/month @.55/mile. **Total: \$2,724**

### **OTHER**

**Printing and Copying:** Costs associated with printing and copying of project materials for PYD Partners Task Force and community dissemination including Zoom-In and Project Issue briefs; and other. **Total \$3,850.**

**Office Space:** Costs associated with office space for HAPY VT Outreach Coordinator at WCYSB, home to VCRHYP in Montpelier, VT. Valued @ \$150/month. **Total: \$1,800.**

**Communications:** Costs associated with managing the Project include phone, fax, internet. Estimated @ \$138/mo. Total: \$996 requested of FYSB; \$660 matched. **Total: \$1,656.**

## **E. BUDGET JUSTIFICATION (4 of 4 pages)**

**Meeting Space:** Costs associated with holding PYD Partner Task Force meetings include room rental and refreshments estimated @ \$200 x 6 meetings. \$690 requested of FYSB; \$600 matched. **Total: \$1,290.**

**Photovoice Instructor:** This instructor will work closely with the Zoom-In Coordinator to organize the photovoice aspect of Zoom-In in two communities; teach photography classes to youth. (4 classes x 2 communities @ \$300 per class = \$2800; 38 hrs @\$25/hr to coordinate efforts and class preparation. **Total: \$3,750**

**Youth Stipends:** Stipends will be offered as incentives for youth to participate in Zoom-In projects where they will conduct surveys of other youth, and learn to describe their communities through photography. (\$100 x 16 youth = \$1,600); Youth will also be offered small stipends to participate in PYD Partners Task Force meetings. (\$25 x 6 youth x 6 meetings) **Total: \$2,500.**

**Zoom-In Graphic Designer:** This designer will work closely with NEN's Research Director to combine the youth-led survey results and other relevant data with the Photovoice component to create informative and visually pleasing publications for each community. (\$2000 per publication x 2) **Total: \$4,000.**

**Internal Process Evaluation:** NEN will carry out an internal process evaluation at the end of the planning phase. Components include: surveys, focus groups, review of secondary data, and a final report. Estimated cost @ \$50/hr x 87 hrs. **Total: \$4,350**

**Administrative Support for NEN:** NEN will require support for its operating costs associated with all the deliverables described above including; phone, internet, software, printing/copying, equipment maintenance, etc. **Total: \$16,115.**

**TOTAL: \$200,000 Requested of FYSB; \$27001 Matched. Total: \$227,001**

## F. THIRD-PARTY AGREEMENTS

To ensure the goals and objectives of **Healthy & Productive Youth Vermont** are met, Vermont's Agency of Human Services will enter into Third-Party Agreements with two highly qualified and experienced youth development organizations. Vermont Coalition of Runaway and Homeless Youth Programs (VCRHYP) and the New England Network for Children, Youth and Families (NEN). Below is a summary of the contractual agreements.

### → State of Vermont and VCRHYP

\$47,719.

The State of Vermont will contract with VCRHYP as they will house the Healthy & Productive The Project will be housed with the VCRHYP at WCYSB in Montpelier, VT. In collaboration with NEN, VCRHYP will be contracted to provide staffing for outreach, project coordination, logistics management, and assist DCF with grant management and fiscal reporting.

#### **VT Coalition for Runaway & Homeless Youth Providers (VCRHYP)**

The Project will be housed with the VCRHYP at WCYSB in Montpelier, VT. In collaboration with NEN, VCRHYP will be contracted to provide staffing for outreach, project coordination, logistics management, and assist DCF with grant management and fiscal reporting.

**The Director** will commit to providing practical oversight of the implementation of the project; participate in all PYD Partners meetings; and supervise the Project Outreach Coordinator. (9 hrs/wk @ \$40/hr x 52/wks)

\$14,970 requested of FYSB; \$3,750 matched. **Total: \$18,720.**

**The Outreach Coordinator** will have primary responsibility for the implementation of all the various activities associated with the Project's planning and selection phase. He will have primary responsibility for recruitment of Task Force members, and work in concert with the Project Facilitator. He will also handle the scheduling of meeting, site logistics and the Zoom-In Project. (23 hrs/wk @ \$20/hr x 52 weeks) \$20,170 requested of FYSB; \$3,750 matched. **Total \$23,920.**

Fringe benefits for VCRHYP staff calculated @ 24% of salary. (Includes payroll taxes, workers comp., health insurance, retirement) **Total: \$8,433**

Travel cost for VCRHYP staff estimated @ 100 miles/month @ .55/mile. **Total: \$660.**

**Office Space:** Costs associated with office space for HAPY VT Outreach Coordinator at WCYSB, home to VCRHYP in Montpelier, VT. Valued @ \$150/month. **Total: \$1,800.**

**Communications:** Costs associated with managing the Project include phone, fax, internet. Estimated @ \$138/mo. Total: \$996 requested of FYSB; **Total: \$996.**

**Meeting Space:** Costs associated with holding PYD Partner Task Force meetings include room rental, refreshments estimated @ \$200 x 6 meetings. \$690 requested of FYSB; **Total: \$690.**

→ **State of Vermont and NEN**

**\$102,480.**

The State of Vermont will contract with NEN to In collaboration with VCRHYP, NEN will be contracted to facilitate the entire planning and selection process with the PYD Partners Task Force; implement Zoom-In in 2 communities; provide necessary training and research activities helpful to the planning effort; and conduct an internal end-of-the-year process evaluation and report.

**The Executive Director** will provide general oversight of NEN's responsibilities and deliverables outlined in this grant. She will participate and/or assist with facilitation of the PYD Partners Task Force meetings as needed; supervise all NEN staff and consultants. (3 hr/wk x \$40 x 52 weeks) \$2,390 requested of FYSB; \$3,750 matched. **Total: \$6,140.**

**The Research Director** will provide research and resources to the planning and selections process; write periodic project practice briefs, work with the Zoom-in Coordinator to manage the youth-led surveys and liaise with the graphic designer; oversee/conduct the internal process evaluation.

(8.5 hrs/wk x \$35/hr x 52 wks) **Total: \$15,470**

**The TTA Director** will provide PYD and related training and technical assistance to the PYD Partners Task Force and community agencies.

(6 hrs/wk @ \$30/hr x 52 weeks) **Total: \$9,360**

**The Zoom-In Coordinator** will be responsible for working with the local IL/TL Programs and others in the 2 candidate communities; identify, recruit and engage youth in the Zoom-In projects; assist the Photovoice Instructor; manage the youth-led survey process; work closely with NEN's Research Director to collect data and photos for publications.

(5 hrs/wk x \$35/hr x 52 weeks) **Total: \$9,100.**

**The Project Facilitator** will be the primary facilitator of the planning and selection process; she will assist the Outreach Coordinator with recruitment and orientation of PYD Partner Task Force members; design agendas, facilitate and write up the results of each planning meeting; write all copy about project and its progress for electronic and print dissemination. (20 hrs/wk x \$25 x 52 weeks) **Total: \$26,000**

Fringe Benefits for NEN staff calculated @ 24% (Includes payroll taxes, workers comp., health insurance, health savings account) **Total: \$15,736**

Travel costs for NEN staff estimated @ 227/month @.55/mile. **Total: \$2,724**

**Printing and Copying:** Costs associated with printing and copying of project materials for PYD Partners Task Force and community dissemination including Zoom-In and Project Issue briefs; and other. **Total \$3,850.**

**Photovoice Instructor:** This instructor will work closely with the Zoom-In Coordinator to organize the Photovoice aspect of Zoom-In in 2 communities; teach photography classes to youth. (4 classes x 2 communities @ \$300 per class = \$2800; 38 hrs @ \$25/hr to coordinate efforts and class preparation. **Total: \$3,750.**

**Youth Stipends:** Stipends will be offered as incentives for youth to participate in the Zoom-In projects where they will conduct surveys of other youth, and learn to describe their communities through photography. (\$100 x 16 youth = \$1600); Youth will also be offered small stipends to participate in PYD Partners Task Force meetings. (\$25 x 6 youth x 6 meetings) **Total: \$2,500**

**Zoom-In Graphic Designer:** This designer will work closely with NEN's Research Director to combine the youth-led survey results and other relevant data with the Photovoice component to create informative and visually pleasing publications for each community. (\$2000 per publication x 2) **Total: \$4,000.**

**Internal Process Evaluation:** NEN will carry out an internal process evaluation at the end of planning phase. Components include: surveys, focus groups, review of secondary data, and a final report. Estimated cost of \$50/hr x 87/hrs. **Total: \$4,350.**

**Indirect Management Costs for NEN:** NEN will require support for its operating expenses associated with all the deliverables described above @ 7.3%. \$16,115 requested of FYSB; **Total: \$16,115.**



# *Fact Sheet:*

## *Support Systems for Rural Homeless Youth:*

A Collaborative State and Local Demonstration (SSRHY)

### **Overview**

On October 1, 2008, the Family and Youth Services Bureau (FYSB) of the Administration for Children and Families (ACF) launched a new 5-year demonstration – Support Systems for Rural Homeless Youth: A Collaborative State and Local Demonstration (SSRHY). SSRHY focuses on a highly vulnerable population of the nation's youth – young people ages 16-21, in rural areas (including Tribal lands and other rural Native communities) who are approaching independence and young adulthood, but who have few or no connections to supportive, family structures or to their surrounding communities.

Over the life of the new Demonstration, FYSB will provide annual grants of \$200,000 for a total of \$1 million per Grantee State. These demonstration grants direct the awarded states to collaborate with organizations in rural communities in order to improve the policies, programs and practices that affect the delivery of services to this vulnerable population.

### **Demonstration Design**

***Demonstration Goal:*** The overarching goal of the collaboration is to increase “connections” for youth in three critical areas of development – *Connections to Survival Support Services* (e.g., Case managed connections to stabilize youth in housing and in service fields of: Healthcare, Substance Abuse, and/or Mental Health as needed); *Community Connections* (e.g., Connections to Community Service, Youth and Adult Partnerships, mentoring, Peer Support Groups, and/or PYD activities), and *Connections to Education/Employment:* (e.g., Connections for High School/GED completion, Post Secondary Education, Employment, Training, and/or Jobs).

***Major Themes:*** The Demonstration is designed around several major themes that have been important to FYSB's Demonstration designs:

***State/Local Collaboration:*** The Demonstration requires collaboration between the grantee States, a selected Local Collaborating Partner in an identified rural community and additional agencies or organizations that may be necessary in supporting the goals of the Demonstration. The Local Collaborating Partner must be FYSB-funded organization that is providing services to rural youth in Transitional Living (TLP) and Independent Living Programs (ILP).

***Positive Youth Development (PYD):*** In pursuing the demonstration, grantees adhere to five key elements generally regarded "core" components of positive youth development. These five elements figure prominently in the planning efforts that address connectivity goals of the Demonstration and are reflected in program designs for the Demonstration's implementation.

- Healthy messages to adolescents about their bodies, their behaviors and their interactions;
- Safe and structured places for teens to study, recreate, and socialize;
- Strengthened relationships with adult role models, such as parents, mentors, coaches or community leaders and peers;
- Skill development in literacy, competence, work readiness and social skills; and
- Opportunities to serve others and build self-esteem.

Youth Leadership: The projects emphasize youth participation and leadership development in the planning, organizing, and implementation of all strategies and activities employed in achieving the project's connectivity goals and increasing opportunities for these young people.

Learning Communities: FYSB views each local project as a "learning laboratory" from which the grantee States and communities will extract lessons about capacity-building and effective practices in the coordination and delivery of services to TLP and ILP young people in rural areas. Such lessons will be used to inform future policies and programs at the local, State and national levels. Grantees in the Demonstration will constitute a "Learning Community" for these purposes.

**Demonstration Structure:** The SSRHY Demonstration has been constructed in two phases: a 1-year planning phase and a 4-year implementation phase.

One-Year Planning Period: The first-year grants award is supporting a planning effort wherein the State grantees work with FYSB and /RHY providers (e.g. community and faith-based organizations; Tribal or other Native American organizations) in rural areas that are interested in becoming the Local Collaborating Partner for the Demonstration. Together they are designing the approaches to the project that will be implemented over the remaining four years of the Demonstration.

The Implementation Phase: Years Two through Five. Approved State plans will allow each grantee to implement their Demonstration project in partnership with the selected Local Collaborating Partner beginning in October 2010. The Local Collaborating Partner will have primary responsibility for implementing the plan and the Demonstration. FYSB plans to fund four years of State/local operation under the approved plan.

Support to the Local Collaborating Partner: For years two through five of the Demonstration, each State grantee will support the efforts of its Local Collaborating Partner to provide to achieve the Demonstration's Connectivity Goals and to provide related PYD-oriented services to RHY youth in TLP and ILP programs. Demonstration operations will be conducted in a single, targeted rural community in accordance with the approach identified during the planning period.

**Demonstration Supports: Annual Meetings:** The Family and Youth Services Bureau will convene the State grantees, their Local Collaboration Partners and other critical Demonstration participants annually in order to provide a forum in which all demonstration partners can share experiences, trade materials, explore common challenges and opportunities, extract lessons, and confer on matters of importance to the ongoing success and sustainability of the Demonstration efforts.

Annual Site Visits: FYSB sponsors annual site visits to each Demonstration project that allow this federal sponsor to observe and monitor the Demonstration project, and to advise the States on matters important to the Demonstration.

Technical Assistance: FYSB has engaged Dr. James B. Hyman to act as an advisor and technical assistance agent to and for demonstration and the grantee states.

**Evaluation:**

During the planning year (year one), FYSB will work with State grantees, Local Collaborating Partners and other key agencies and organizations to design an evaluation process that will enable grantees to periodically assess progress throughout the Demonstration, culminating with a comprehensive, final evaluation to be completed in Year 5.

1.RECIPIENT

SAI NUMBER:

Department of Health and Human Services  
Administration for Children and Families  
Financial Assistance Award (FAA)

PMS DOCUMENT NUMBER:  
90CX003801

<b>1. AWARDING OFFICE:</b> ACYF/Family and Youth Services Bureau		<b>2. ASSISTANCE TYPE:</b> Discretionary Grant	<b>3. AWARD NO.:</b> 90CX0038/01	<b>4. AMEND. NO.:</b>
<b>5. TYPE OF AWARD:</b> DEMONSTRATION		<b>6. TYPE OF ACTION:</b> New	<b>7. AWARD AUTHORITY:</b> 42 USC 5701	
<b>8. BUDGET PERIOD:</b> 09/30/2009 THRU 09/29/2010		<b>9. PROJECT PERIOD:</b> 09/30/2009 THRU 09/29/2014		<b>10. CAT NO.:</b> 93550
<b>11. RECIPIENT ORGANIZATION:</b> State of Vermont 103 South Main Street Waterbury VT 05671 Patrick Flood, Deputy Secretary			<b>12. PROJECT / PROGRAM TITLE:</b> Homeless Youth	
<b>13. COUNTY:</b> WASHINGTON	<b>14. CONGR. DIST.:</b> 01	<b>15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR:</b> Dana H Lawrence , Youth Development Director		

<b>16. APPROVED BUDGET:</b>		<b>17. AWARD COMPUTATION:</b>		
Personnel.....	\$ 10,868	A. NON-FEDERAL SHARE.....	\$ 27,001	11.89 %
Fringe Benefits.....	\$ 2,608	B. FEDERAL SHARE.....	\$ 200,000	88.11 %
Travel.....	\$ 3,030	<b>18. FEDERAL SHARE COMPUTATION:</b>		
Equipment.....	\$ 0	A. TOTAL FEDERAL SHARE.....	\$ 200,000	
Supplies.....	\$ 3,000	B. UNOBLIGATED BALANCE FEDERAL SHARE.....	\$	
Contractual.....	\$ 128,263	C. FED. SHARE AWARDED THIS BUDGET PERIOD..	\$ 200,000	
Facilities/Construction.....	\$ 0	<b>19. AMOUNT AWARDED THIS ACTION:</b>		
Other.....	\$ 52,231	\$ 200,000		
Direct Costs.....	\$ 200,000	<b>20. FEDERAL \$ AWARDED THIS PROJECT PERIOD:</b>		
Indirect Costs.....	\$ 0	\$ 200,000		
At % of \$		<b>21. AUTHORIZED TREATMENT OF PROGRAM INCOME:</b>		
In Kind Contributions.....	\$ 0	ADDITIONAL COSTS		
Total Approved Budget(**)..	\$ 200,000	<b>22. APPLICANT EIN:</b> 1-036000264-D4	<b>23. PAYEE EIN:</b> 1-036000264-D4	<b>24. OBJECT CLASS:</b> 41.45

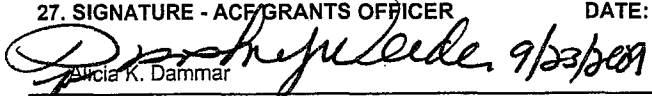

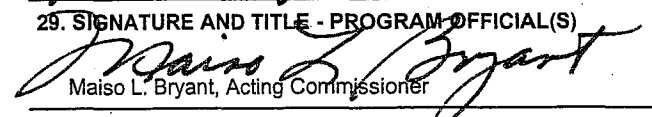
**25. FINANCIAL INFORMATION:**

DUNS: 809376155

ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %
FYSB	90CX003801	75-9-1536	2009 G998050	\$200,000		

**26. REMARKS:** (Continued on separate sheets)

Paid by DHHS Payment Management System (PMS), see attached for payment information.  
This award is subject to the requirements of the HHS Grants Policy Statement (HHS-GPS) that are applicable to you based on your recipient type and the purpose of this award.  
This includes requirements in Parts I and II (available at <http://www.hhs.gov/grantsnet/adminis/gpd/index.htm>) of the HHS GPS. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 74 or 92, directly apply to this award apart from any coverage in the HHS GPS.  
This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104).  
For the full text of the award term, go to [http://www.acf.hhs.gov/grants/award\\_term.html](http://www.acf.hhs.gov/grants/award_term.html).

<b>27. SIGNATURE - ACF GRANTS OFFICER</b>  Alicia K. Dammar	<b>DATE:</b> 9/23/09	<b>28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY</b>  Catherine F. Wade	<b>DATE:</b> 9/24/09
<b>29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S)</b>  Maiso L. Bryant, Acting Commissioner		<b>DATE:</b> 9/24/09	



**DEPARTMENT OF HEALTH AND HUMAN SERVICES  
ADMINISTRATION FOR CHILDREN AND FAMILIES  
FINANCIAL ASSISTANCE AWARD**

SAI NUMBER:

PMS DOCUMENT NUMBER:

90CX003801

<b>1. AWARDING OFFICE:</b> ACYF/Family and Youth Services Bureau		<b>2. ASSISTANCE TYPE:</b> Discretionary Grant	<b>3. AWARD NO.:</b> 90CX0038/01	<b>4. AMEND. NO.</b>
<b>5. TYPE OF AWARD:</b> DEMONSTRATION		<b>6. TYPE OF ACTION:</b> New		<b>7. AWARD AUTHORITY:</b> 42 USC 5701
<b>8. BUDGET PERIOD:</b> 09/30/2009 THRU 09/29/2010		<b>9. PROJECT PERIOD:</b> 09/30/2009 THRU 09/29/2014		<b>10. CAT NO.:</b> 93550
<b>11. RECIPIENT ORGANIZATION:</b> State of Vermont				

**26. REMARKS:** (Continued from previous page)

This grant is subject to the requirements as set forth in 45 CFR Part 87.  
This grant is subject to the requirements set forth in 45 CFR part 74 (for non-profit organizations and educational institutions) or 45 CFR Part 92 (for state, local, and federally recognized tribal governments).  
Initial expenditure of funds by the grantee constitutes acceptance of this award.  
Future support is anticipated. (\*\*) Reflects only federal share of approved budget.  
Line Items identified as 'Travel' (9,805) and 'Equipment' (4,375) moved to 'Other'. Line Item identified as 'Equipment' (2,000) moved to 'Supplies'.

Questions regarding this FAA should be submitted to Darlene Langston at (202) 401-5540

**Grant Recipients-Cohort 1**

**Project Period:** 9/30/2008 to 9/29/2013

**Colorado Department of Human Services**

Grant Number: 90CX0004

Mr. Bob Coulson, Adolescent Services Administrator

Colorado Dept. of Human Services  
Chile Welfare Div./Permanency Unit  
1575 Sherman Street, 2<sup>nd</sup> Flr

Denver, CO 80203  
Phone: (303) 866-4706

Fax: (303) 866-5563

Email: [Bob.Coulson@state.co.us](mailto:Bob.Coulson@state.co.us)

AR: Karen Beye, Executive Director Phone: 303-866-5091 Email: [Karen.beye@state.co.us](mailto:Karen.beye@state.co.us)

**Iowa Department of Human Services**

Grant Number: 90CX0002

Mrs. Rebecca McCalley, Transitioning Youth Coordinator

Iowa Department of Human Services  
Hoover Bldg., 5<sup>th</sup> Flr

1305 E. Walnut Street  
Des Moines, IA 50319

Phone: (515) 281-6216

Fax: (515) 281-6248

Email: [mwright2@dhs.state.ia.us](mailto:mwright2@dhs.state.ia.us)

AR: Mary Nelson, Division Administrator Phone: 515-281-5521 Email: [mnelson@dhs.state.ia.us](mailto:mnelson@dhs.state.ia.us)

**Minnesota Department of Human Services**

Grant Number: 90CX0003

Ms. Beth Holger-Ambrose, Homeless Youth Services Coordinator

MN Dept. of Human Services  
Community Partnerships Division  
Office of Economic Opportunity  
PO Box 64962

St. Paul, MN 55164

Phone: (651) 431-3823 phone

Fax: (651) 431-7509 fax

Email: [beth.holger@state.mn.us](mailto:beth.holger@state.mn.us)

AR: Charles Johnson, Assistant Commissioner Phone: 651-431-3835 Email: [chuck.johnson@state.mn.us](mailto:chuck.johnson@state.mn.us)

**Grant Recipients-Cohort 2**

**Project Period:** 9/30/2009 to 9/29/2014

**Project Deliverables:**

Date	Deliverable
November 16-17, 2009	SSRHY Orientation Conference
April 30, 2010	Semi-Annual Progress Report and Financial Status Report (SF269)
May 3, 2010	Declaration of Local Collaborating Partner
May 14, 2010	Continuation Application
June 30, 2010	Planning Document Due
June 2010	Annual Meeting
September 30, 2010	Beginning Program Yr 2 Implementation
October 31, 2010	Semi-Annual Progress Report and Financial Status Report (SF269)

Support System Runaway and Homeless Youth TLP/ILP State  
 Collaborative Demonstration Project  
 Grantee Reporting Requirements Time Line  
 Budget Period 9/30/09 to 9/29/2010

**Grant Number: 90CX\_\_\_\_\_**

Program Specialist: LeBretia White 202-205-9605 [lebretia.white@acf.hhs.gov](mailto:lebretia.white@acf.hhs.gov)  
 Grant Specialist: Darlene Langston 202-401-5540 [darlene.langston@acf.hhs.gov](mailto:darlene.langston@acf.hhs.gov)

Program Specialist Mailing Address:  
 ATTN: Program Specialist  
 Family and Youth Services Bureau  
 1250 Maryland Ave, SW 8<sup>th</sup> Floor  
 Washington, DC 20024  
 Fax: 202-205-9535

Grant Officer Mailing Address:  
 ATTN: Grant Specialist  
 Office of Grants Management  
 370 L'Enfant Promenade, SW, 6<sup>th</sup> Floor  
 Washington, DC 20447  
 Fax: 202-205-8267

Due Date	What's Due	Project Period Covered	Submit
April 30, 2010	Semi- annual Program Progress Report	9/30/2009 - 3/31/2010	<ul style="list-style-type: none"> <li>• Original mailed to Grant Specialist</li> <li>• Faxed or emailed copy to Program Specialist</li> </ul>
April 30, 2010	1 <sup>st</sup> Semi-annual Financial Status Report (SF 269)	9/30/2009- 3/31/2010	<ul style="list-style-type: none"> <li>• Original mailed to Grant Specialist</li> <li>• Faxed or emailed copy to Program Specialist</li> </ul>
October 31, 2010	2 <sup>nd</sup> Semi-annual Program Progress Report	4/1/2010- 9/29/2010	<ul style="list-style-type: none"> <li>• Original to Grant Specialist</li> <li>• Faxed or emailed copy to Program Specialist</li> </ul>
October 31, 2010	2 <sup>nd</sup> semi-annual Financial Status Report (SF 269)	4/1/2010- 9/29/2010	<ul style="list-style-type: none"> <li>• Original mailed to Grant Specialist</li> <li>• Faxed or emailed copy to Program Specialist</li> </ul>

**Note:** The reports must be signed by your **Authorized Representative** as named in your original grant application.

The Financial Status report can be found online at:  
<http://www.acf.hhs.gov/programs/ofs/forms.htm>  
 Scroll down to reports and click on **SF- 269 FORM**

Nebraska Department of Health and Human Services  
Ms. Shirley Pickens-White, DCFS Program Specialist  
301 Centennial Mall South  
Lincoln, NE 68509  
Phone: (402) 471-9196  
Fax: (402) 471-9034  
Email: [shirley.pickenswhite@nebraska.gov](mailto:shirley.pickenswhite@nebraska.gov)  
AR: Todd Reckling, Director Phone: (402) 471-1878

Grant # 90CX0037

Email: [todd.reckling@nebraska.gov](mailto:todd.reckling@nebraska.gov)

Oklahoma Department of Human Services  
Mrs. Connie Schlittler, Chief Information Officers  
P.O. Box 25352, 2400 North Lincoln  
Oklahoma City, OK 73125  
Phone: (405) 521-2907  
Fax: (405) 521-2073  
Email: [connie.schlittler@okdhs.org](mailto:connie.schlittler@okdhs.org)  
AR: Lacey Gayle, Director Phone: (405) 521-2908

Grant # 90CX0036

Email: [lacey.schoonover@okdhs.org](mailto:lacey.schoonover@okdhs.org)

State of Vermont  
Mr. Dana Lawrence, Youth Development Director  
103 South Main Street  
Waterbury, VT 05671  
Phone: (802) 241-2153  
Fax: (802) 241-2407  
Email: [dana.lawrence@ahs.state.vt.us](mailto:dana.lawrence@ahs.state.vt.us)  
AR: Mr. Patrick Flood, Deputy Secretary Phone: (802) 241-2220 Email: [patrick.food@ahs.state.vt.us](mailto:patrick.food@ahs.state.vt.us)

### **Federal Staff**

Project Officer for Grantees  
LeBretia White, Program Specialist  
[Lebretia.white@acf.hhs.gov](mailto:Lebretia.white@acf.hhs.gov)  
202-205-9605

Technical Assistance/Training Coordinator  
James B. Hyman, Ph.D., Inc.  
310 Dunham Court  
Severna Park, MD 21146  
(410) 544-5741  
[jbhym@aol.com](mailto:jbhym@aol.com)

Project Officer for Technical Assistance/Training Coordinator  
Deborah Yatsko, Program Analyst  
[Deborah.yatsko@acf.hhs.gov](mailto:Deborah.yatsko@acf.hhs.gov)  
202-690-7843

Children's Bureau Liaison  
Catherine Heath, Program Specialist  
[Catherine.heath@acf.hhs.gov](mailto:Catherine.heath@acf.hhs.gov)  
202 -690-7888



**Runaway and Homeless Youth**  
**(Demonstration Project – Support Systems for Rural Homeless Youth)**

**Contact Information**

Indicate the information requested below as applicable.

<b>Grantee Name</b>	
<b>Address (Administrative Only)</b>	
<b>City, State, Zip</b>	
<b>General Phone Number</b>	
<b>Website</b>	
<b>General Email Address</b>	
<b>Program Contact Person's Name</b>	
<b>Contact Person's Title</b>	
<b>Contact Person's Phone Number</b>	
<b>Contact Person's Email Address</b>	
<b>Other Contact Person's Name</b>	
<b>Contact Person's Title</b>	
<b>Contact Person's Phone Number</b>	
<b>Contact Person's Email Address</b>	
<b>Other Contact Person's Name</b>	
<b>Contact Person's Title</b>	
<b>Contact Person's Phone Number</b>	
<b>Contact Person's Email Address</b>	
<b>Other Contact Person's Name</b>	
<b>Contact Person's Title</b>	
<b>Contact Person's Phone Number</b>	
<b>Contact Person's Email Address</b>	

**National RHY Conference/ Demonstration Orientation Meeting Participants**

Indicate the name, organization affiliation and title of each participant that will attend the conference in San Antonio, TX on November 16 - 17, 2009.

<b>Name</b>	<b>Title</b>

Please, complete the form and return it to LeBretia White at [lebetia.white@acf.hhs.gov](mailto:lebetia.white@acf.hhs.gov) by Wednesday, October 21, 2009. Thank you.

## C. ONE-PAGE PROJECT SUMMARY/ABSTRACT

Funding Opportunity: Support Systems for Rural Homeless Youth: A Collaborative State and Local Demonstration

Applicant: State of Vermont Department for Children and Families

Scope: Vermont

Contact: Dana Lawrence, Youth Development Program Coordinator, Department for Children and Families, 103 South Main Street, Osgood 3, Waterbury, VT 05671-2401

Main Phone: (802) 241-2131/ Direct Phone: (802) 241-2153 Email: [dlawrence@srs.state.vt.us](mailto:dlawrence@srs.state.vt.us)

The State of Vermont Department of Children and Families (DCF) requests \$200,000 for the first year of a five-year grant period for **“Healthy & Productive Youth Vermont,”** a program submitted in response to ACF Announcement HHS-2009-ACF-CX-0081. Vermont is one of the most rural states in the country; 67% of its residents live in census-designated rural areas and youth experience high rates of unemployment and idleness. In recognition of the urgent need to improve services for the state’s transitioning youth, Vermont DCF formed an active committee at the state level in 2006 to prioritize youth needs. As a result of that collaboration, the two systems aligned their outcome measures based on youth assets, making Vermont a national leader in youth systems collaboration. Between them, the systems have produced or commissioned at least four reports on the needs of transitioning youth in the state. Thus, Vermont has a head start in examining its own systems of care and in collaborating to make improvements for vulnerable youth. This project proposes to produce measurable changes in these four areas: TL/ILP Policies and Procedures; Community Connections; Access and Availability of Survival Support Services; and Availability of Employment Opportunities for youth in both systems. A particular focus is on partnerships with the corporate sector; developing a shared capacity to recruit and manage volunteers; adjusting policies to create ‘no wrong door’ entry points for youth in crisis and expedited access to affordable housing; increasing employment opportunities, piloting rural transportation and mental-health delivery models for both foster and homeless youth; and working with local faith communities to support transitioning youth.

## D. PROJECT DESCRIPTION

The Vermont Agency of Human Services, through its Department of Children and Families (DCF), will work in close collaboration with the Vermont Coalition of Runaway and Homeless Youth Programs (VCRHYP) and New England Network for Children, Youth, and Families (NEN) to implement **Healthy & Productive Youth Vermont**. This rural demonstration program will impact both policy and practice in Vermont, and nationally result in improved collaboration that will strengthen services to non-system homeless youth and youth who are aging out of the state's foster care system.

### OBJECTIVES AND NEED FOR ASSISTANCE

#### Why Healthy & Productive Youth Vermont is Needed: An Overview

Vermont is a state of contrasts. Thousands of visitors flock to the state each year to appreciate the rustic beauty of its mountains, farmhouses and covered bridges. The state's great swaths of rural beauty, however, mask another reality: rural poverty and isolation.

Of its 621,270 residents, 412,810 or 67%, live in rural areas.<sup>1</sup>

In the Northeast Kingdom, the most rural corner

of the state, 59% of road miles are still unpaved.<sup>2</sup> In this

region, as well as in large portions of the central and southern

parts of the state, internet connections are still unavailable or unreliable.<sup>3</sup> About 80% of Vermont's communities have populations of less than 2,500, and public transportation is minimal or non-existent in many parts of the state. These impediments to economic growth, combined with a historically bad

*The local bus system  
doesn't have many routes  
and stops running at 7 pm.  
Young people walk to and  
from work on dark back roads.*

- TLP Coordinator,  
Orleans County

<sup>1</sup> US Census, 2008.

<sup>2</sup> Northeastern Vermont Development Association, 2009. <http://www.nvda.net/Transp/transportation.html>.

<sup>3</sup> Vermont Telecommunications Authority, 2009. <http://www.telecomvt.org/documents/Broadband-Gaps-2010.pdf>.

economy, have resulted in a “shadow Vermont” – a state with rural unemployment rates of 11.0%.<sup>4</sup> For the most of Vermont’s rural counties – Essex, Caledonia and Orleans – the rate is over 13%, with child poverty rates between 16.6% and 17.9%. (In urban parts of the state, the rate is less than half that.)

These forces have created persistent challenges to the state’s vulnerable youth. On one hand, the most capable young people are leaving the state in large numbers. Between 1990 and 2004, 27% of young people between the ages of 25 and 34 left Vermont, creating a “brain drain” that state policymakers fear will imperil schools and the economy, which will need more, not fewer, college educated workers in the future.<sup>5</sup> On the other, as upwardly mobile young people leave for better opportunities, the state’s vulnerable youth stay behind in ever more impoverished circumstances. It is these youth whom this proposal addresses.

Here is a closer look at some of the needs facing vulnerable youth in Vermont.

**Family Stress:** The Vermont Coalition of Runaway and Homeless House programs (VCRHYP), a consortium of the 13 providers of federally funded services to runaway/homeless youth in the state, (see map on page 15) found that

between January 2008 and May 2009, 38% of the 446 youth who received shelter

Family Functioning: Indicators <sup>6</sup>	VT	U. S.
• Adult binge drinking rate	16.4%	14.9%
• Adult suicide rate (per 100,000)	12.7	10.9
• Rate of children in substitute care (per 10,000)	94.3	70.7
• Divorce rate (per 1,000)	4.2	3.7

from the its member agencies reported being abandoned or kicked out by their parent(s). Of the youth enrolled in the nine Transitional Living Programs (TLPs) between July 2006 and March 2009, 8% of youth said their parents were incarcerated; 39% had a parent served by a mental health agency; 25% had a family member in substance abuse treatment; and 46% were from families receiving public benefits.<sup>7</sup>

**Employment and Economic Stress:** Economic stress is one of the greatest problems facing families in Vermont and contributes to many other problems, including poverty, hunger, and homelessness. Between

<sup>4</sup> US Dept. of Agriculture Economic Research Service, 2007.

<sup>5</sup> US Census Bureau.

<sup>6</sup> VT Agency of Human Services (2007). *VT Well-Being 2006: A Social Indicators Sourcebook*.

<sup>7</sup> VCRHYP, 2009.

2004 and 2005, Vermont's overall childhood poverty rate increased from 11.7% to 14.5%, the largest increase in the nation<sup>8</sup>. As noted earlier, rates were considerably higher for children in the most rural part of the state, and much, much higher for young people. In 2006, the poverty rate for young adults ages 18-24 was 23%.<sup>9</sup> Since 2000, the percent of Vermont households considered "food insecure with hunger" – in which adults and children "frequently" go without food – has more than doubled, the highest percent increase of any other state.<sup>10</sup> A 2007 study by Boston Medical Center reported that 16% (one in every 6) of Vermont youth were considered "food insecure."<sup>11</sup>

The unemployment rate in Vermont for young adults aged 20-24 is 9.4%, compared to a statewide rate of 7.1%, illustrating just how disadvantaged young people in general are in the labor market, even without the particular problems common to system and non-system homeless youth. The state's unemployment rate has doubled over the last two years, and that fact, coupled with Vermont's high cost of living, make the state one of the top 10 most expensive markets for rural rental housing in the country; in 2008, it was also the tightest market.<sup>12</sup>

*I worked at a fast food job that I walked to every day and I still couldn't make enough to rent a hotel room or one-room apartment.*

- Youth served in TLP

Indeed, in 2006, the Vermont Livable Wage Campaign reported that while wages in Vermont were 9% lower than the national average, the cost of living was 15% higher. In 2009, a single person with no children needed a wage of \$16.41/hr to pay rent and basic expenses in rural parts of the state. Most transitioning youth, of course, start working a minimum wage job, making the state-mandated \$8.06 per hour; because of disabilities, limited education or experience, and fewer job opportunities, a high percentage of vulnerable youth will stay at this wage for many years. TLP youth in particular are affected by this income gap, since by definition they have no parents or foster parents to help defray expenses.

<sup>8</sup> US Census Bureau, 2005.

<sup>9</sup> Kids Count, 2007.

<sup>10</sup> VT Campaign to End Childhood Hunger, 2009.

<sup>11</sup> Vermont Campaign for a Livable Wage, 2009. Web: <http://www.vtlivablewage.org/faqs.html>

<sup>12</sup> Vermont Finance Housing Agency. (2009). *Between a Rock and Hard Place: housing and wages in Vermont, 2009*. Web: <http://www.housingawareness.org/publications/housing-wages-2009.pdf>

Meanwhile, the state has fallen behind in providing affordable housing, with 21,000 more units needed just to meet the current

Rural counties with SOPs, compared to VT average	VT	Caledonia	Essex	Orleans	Windham
Children receiving food stamps	13.4%	17.9%	19.3%	19.7%	13.7%
Children living in poverty	12%	16.6%	17.3%	17.9%	12%
Average Wage	32,721	27,900	26,806	25,990	34,240
Unemployment rate	7.1%	9.5%	10.4%	10.7%	7.4%

demand.<sup>13</sup> The table above details economic instability by families in Vermont in five rural counties.

**Education:** In FY2008, the dropout rate for 9-12 graders in the state was 3.25%.<sup>14</sup> For vulnerable youth, the figure was astronomically higher, though: 52% of youth served by state’s runaway and homeless youth service programs reported significant trouble at school and 16% had dropped out.<sup>15</sup> Dropouts earn only about 70% of what high school graduates earn, are more likely to live in poverty and to rely on public assistance.<sup>16</sup> Graduation is enormously consequential to young people’s development and their chances for success. In rural areas of the Northeast, among youth aged 18-24 who dropped out of high school, 45% were “idle” in 2006 – that is, not in either the workforce or any educational program. This rate was the highest of any region in the country. Poverty, the natural status of homeless youth both in and out of the system, only made it more likely that a drop-out would be idle.<sup>17</sup>

<sup>13</sup> Vermont Finance Housing Agency. (2009). *Between a Rock and Hard Place: housing and wages in Vermont, 2009*. Web: <http://www.housingawareness.org/publications/housing-wages-2009.pdf>

<sup>14</sup> Vermont Dept. of Education, 2009.

<sup>15</sup> VCRHYP, 2009.

<sup>16</sup> The College Board (2005). *Education Pays: the benefits of higher education for individuals and society*. Web: [http://www.collegeboard.com/prod\\_downloads/press/cost04/EducationPays2004.pdf](http://www.collegeboard.com/prod_downloads/press/cost04/EducationPays2004.pdf)

<sup>17</sup> Snyder, A. and McLaughlin, D. (2008). *Rural Youth Are More Likely to Be Idle*. Fact Sheet No. 11. Carsey Institute: Durham, NH. Web: [http://www.carseyinstitute.unh.edu/publications/FS\\_RuralYouth\\_08.pdf](http://www.carseyinstitute.unh.edu/publications/FS_RuralYouth_08.pdf).

**Health of Vermont Youth:** The 2007 *VT Youth Risk Behavior Survey* documented that 35% of youth had used marijuana and 21% within just the last 30 days; 10% of students reported using hallucinogens and 16% reported misusing prescription drugs. A 2009 report for the U.S. Substance Abuse and Mental Health Administration report found that Vermont is among the top fifth of states in the nation for marijuana use in all age categories, and for cocaine use, alcohol use, and use of illicit drugs in youth ages 18-25.<sup>18</sup> In a large-scale countywide survey of youth in Windham County, the site of one of Vermont's TLPs, 37% of youth said that peers' drug use was one of their top worries.<sup>19</sup>

As might be expected, programs report that hunger is a common experience for homeless youth. In the past year, the rural Street Outreach Programs (SOPs) distributed over 11,000 food items to homeless and at-risk street youth. Access to health and dental care is extremely limited for non-systems homeless youth, and the combination of stresses can be deadly: the state's 2005 Public Health Street Survey results reported that 30% of Vermont's street youth had attempted suicide.

**Other Social Conditions & At-Risk Behaviors:** Foster youth are by definition victims of abuse or neglect; non-system homeless youth are also far more likely to have experienced abuse than the general youth population. As noted above, foster youth tend to have poorer educational, employment and social outcomes than their peers. The same is true of non-system homeless youth. Fifteen percent of the youth served by the state's runaway and homeless youth providers, for instance, have experienced substantiated sexual abuse, compared to 2.9% of the general youth population; 20% have experienced physical abuse, compared to 1.6% for youth in general.<sup>20</sup>

The 2005 Public Street Health Survey found that in Vermont, 21% of respondents had been asked to trade sex for resources, and some areas of the state report a trend where young men and women trade

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<sup>18</sup> SAMHSA, Office of Applied Studies, *National Survey on Drug Use and Health 2006 and 2007*.

<sup>19</sup> Carraway-Wilson, C., Waisman, A. and Wilson, M., (2008). *Lots More Positive Attitude: what young people in Windham County say they need to be happy, healthy and productive*. NEN: Charlotte, VT.

<sup>20</sup> VT Dept. of Health. (2005) *Youth Risk Behavior Survey*; VT Children's Forum (2005). *2005 VT Kids Count*; VCRHYP, 2009.

sex for drugs or survival needs.<sup>21</sup> Sexually transmitted diseases and pregnancy are ongoing concerns for homeless youth.

VCRHYP data also indicate that youth in its programs are more likely to be involved with the criminal justice system than other young people. While just 2% of Vermont youth are involved in court dispositions for delinquency<sup>22</sup>, 21% of youth served by VCRHYP agencies between September 2006 and

May 2009 reported juvenile justice involvement. The table illustrates rates of pregnancy, depression and substance abuse for all youth in

Health Issues and Status Impacting Life Chances	Average, All VT Youth	Average, Youth Served By VT RHY Programs
Pregnant and parenting	14.1%	28%
Diagnosed Depression	18%	41%
Substance use	35%	48%

*VT Well-Being: A Social Indicators Sourcebook, VT Agency of Human Services, 2007; "Prevalence of Depression Among VT Youth" 2007 report by VT Mental Health Performance Indicator Project; Coalition uniform database*

Vermont compared with those served by VCRHYP member agencies.

Foster youth are at risk for the same problems. The state of Vermont collects very limited outcome data on foster youth. One of the few state studies, conducted by the Department of Developmental and Mental Health Services, found that young people between ages 18 and 21 who end up in prison are overwhelmingly more likely to have been in special state support systems as children. Those who had been on the child welfare caseload had the highest incarceration rate, at 18%, more than four times the rate in the general population.<sup>23</sup> Chapin Hall Center for Children at the University of Chicago, in one of

<sup>21</sup> Washington County Sexual Assault Crisis Staff Discussion, VCRHYP, 2007.

<sup>22</sup> VT Agency of Human Services (2007). *Community Profiles*.

<sup>23</sup> Pandiani, J., and Ghosh, K. (2003). *Vermont Mental Health Performance Indicator Project*. August 1, 2003 and August 8, 2003.



its longitudinal studies of adults formerly in the foster care system, offered this depressing conclusion: "In comparison to their peers, these young adults are on average less likely to have a high school diploma, less likely to be pursuing higher education, less likely to be earning a living wage, more likely to have experienced economic hardships, more likely to have had a child outside of wedlock, and more likely to have become involved with the criminal justice system."<sup>24</sup>

### **Need for Capacity Building and Coordination of Services**

The state's foster care system helps transitioning youth prepare for adult living by funding a minimum of one full-time worker per district of the district. A total of 652 youth ages 15-21, eligible for services, received them from the Youth Development Program during 2008, and 431 were received consistent services through formal enrollment.<sup>25</sup> At the same time, the 13 member agencies of VCRHYP offer non-system youth in crisis emergency shelter, long-term shelter, and street outreach services, along with a variety of other services such as individual and family counseling; substance abuse prevention, intervention, and treatment; HIV/AIDS prevention; teen parent programming; and many other services. Among those providers are eight rural providers of the nine TLP programs.

The state and the VCRHYP system have a long and unusually productive history of collaborating to solve the problems of the state's most troubled young people. One such area of partnership, perhaps unique among the states, is Vermont's effort to adopt statewide standard outcomes measures based on positive youth development (PYD) criteria. As a result of its partnership with the state, VCRHYP has established asset-based outcomes for its member agencies consistent with those the state has adopted for youth in foster care. VCRHYP redesigned its database to track PYD outcomes, and provides ongoing training in PYD to member programs throughout the state.

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<sup>24</sup> Courtney, M., et al. (2007). *Midwest Evaluation of the Adult Functioning of Former Foster Youth: Outcomes at Age 21*. University of Chicago: Chicago, IL.

<sup>25</sup> Dale, R. (2009) *Report to the Vermont Legislature: Reporting Transitional Service Outcomes*. January 2009.

Vermont is also unusual in its recent statewide focus on the issues of transitioning youth. In the last two years, the state, VCRHYP and member agencies have produced or commissioned at least four reports on the needs of transitioning youth, and there is now universal consensus in Vermont among providers and youth themselves about chronic needs and gaps in service. Now the issue is how to take the information already so thoroughly and thoughtfully gathered by the various constituencies and begin acting on it in an efficient, coordinated fashion.

In some areas of the state, considerable integration between homeless and foster youth already exists. In one Northeast Kingdom agency that works with both populations, 'system' and 'non-system' youth sleep in the same shelter, attend the same life-skills classes, and receive similar types and levels of case management. Staff reports that more financial support is available to foster youth for college tuition, and also say there are some important attitudinal differences between the two groups of youth. TLP youth typically enter the program at older ages and voluntarily, after attempts at living on their own. Foster care youth, on the other hand, enter the life-skills program earlier and perceive it as another mandatory service component, even though, beginning at age 18, it technically is not. In other ways, the youth and services available to them are similar, and increasingly the state is beginning to see them as a single sub-population of youth that need a coordinated approach to services.

*The campgrounds aren't even affordable anymore. There's not a back-up or safety net.*

- TLP Coordinator,  
Bennington County

While this unusually productive collaboration between DCF, VCRHYP and other state entities has led to important gains for youth, there remain glaring areas of need in Survival Support Services, Community Services, and Education and Employment Services.

### **Survival Support Services**

Of all the services offered by the state's rural youth homeless service providers, emergency housing is in the shortest supply.<sup>26</sup> Only two of the eight rural TLPs in the state have on-site shelters; the rest rely

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<sup>26</sup> Wilson, M. (2008). *Surviving to Thriving. NEN: Charlotte, VT*

in motels, host homes, or emergency apartments where youth can stay only a short time. Some programs say they have little to recommend to youth who need an emergency place to stay, and instead encourage them to enroll in the program formally, attend several weeks of life-skills courses, and only then begin searching for long-term housing that the program will partially subsidize. The immediate needs of some homeless youth are obviously not met by this arrangement. In any case, such housing is a major problem for both foster and non-system homeless youth, particularly since Vermont already has a dire shortage of affordable rental units, and getting into one means sitting on a long waiting list. Scattered-site housing, the predominant model for TLPs in the state, is an imperfect solution for youth in the most rural areas, who say they experience such arrangements as frightening, lonely and isolating. However, the funding savvy necessary to create more appropriate alternative housing for youth – in supervised congregate settings, for instance – is simply beyond most rural TLPs, who are consumed with the day-to-day business of running their current programs.

Another important issue that reflects an unmet need in Vermont is limited outreach capacity. Some TLPs co-exist alongside Street Outreach Programs (SOP) and some do not. But in practical terms, it often makes little difference. In rural areas, it remains difficult to reach all, or even most, eligible homeless youth in their catchment areas.<sup>27</sup> While better outreach could draw larger numbers of eligible youth to their services, rural programs, which are often staffed by just one person, fear they would be unable to handle more clients. In any case, long distances and lack of transportation make it difficult to serve youth in remote areas even when they do come to a program's attention.

### **Community Services**

DCF and VCRHYP agencies have both made valuable alliances with community partners. For instance, DCF sponsors a partnership with over 100 church congregations statewide. These "Partners in Service" congregations support young adults in foster care through "household start-up" gifts of furniture, dishes, and cookware. Congregations in two counties additionally sponsor community meals and support

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<sup>27</sup> Ibid.

for homeless shelters at which foster youth cook and serve. VCRHYP agencies also sponsor free community meals on Thanksgiving and at other times in which youth take part.

Youth-adult partnerships are also beginning to be promoted. Recent legislation in the state has established a program whereby transitioning foster youth agree to live with an adult; the terms of the relationships are negotiated through a structured agreement mediated by a caseworker. Foster youth who cannot identify an appropriate adult living partner are assisted in doing so. The program is only two years old and caseworkers are still being trained in it, but the state considers it promising enough to expand the effort in the coming year. DCF recognizes that it has not developed youth mentoring programs, and is exploring the idea of developing partnerships with the various private, nonprofit mentoring programs throughout the state.

Despite their pioneering efforts, both DCF and VCRHYP have a long way to go in developing community resources and youth-adult partnerships. Rural programs rarely work in effective ways with their local faith communities or solicit donations for clients setting up their first apartments or going to work for the first time. They also say they have not found effective ways to engage mentors for youth or develop adult-partner living programs for young people. The opportunities for cross-system learning, resource development and resource sharing are abundant; as in other areas, the missing ingredients are time, focus, training, and funding.

### **Education and Employment Services**

Since 2005, DCF has offered foster youth the option of remaining in care until age 21, and 240 young people have received financial support for college under a partnership between DCF and the Vermont Student Assistance Corp. In the last three years, under the same program, the number of foster youth receiving educational outreach services has more than doubled.<sup>28</sup> Young people in both TLPs and foster care have benefited from Vermont Community High School (for youth involved in the corrections system) and Alternative High School Graduate Program, which allows students to make separate plans

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<sup>28</sup> Lawrence, D. (2009) *Chaffee Foster Care Independence Program Accomplishments*. Dept. of Child & Family Services: Montpelier, VT.

with “partnering” high schools on how to accumulate enough credits to graduate. These two programs have created a relatively resource-rich environment for foster and homeless youth, and the majority of TLPs in the state report that securing good educational options for their clients is no longer difficult.<sup>29</sup>

Preparing youth for employment, and then actually finding jobs for youth, remains an ongoing problem, and DCF and other players are grappling with this. The Vermont JOBS program is underutilized by youth, and the well-known and successful YouthBuild program, potentially an excellent resource for transitioning youth in Vermont, has no presence in the state. As Vermont positions itself to push forward to a “green economy”, DCF and VCRHYP are engaged in rudimentary planning to create job opportunities for foster and homeless youth in home-weatherization. Appropriate public-private partnerships will need to be created if youth are to gain adequate skills for long-term employment.

### **Core Issues Requiring Coordinated Responses**

Filling the gaps in **Survival Support Services, Community Services, and Education and Employment services** means strengthening core policies and processes at the heart of both the IL and TLP systems. Core issues that need to be addressed are:

1. **Homeless and foster youth are misunderstood.** VCRHYP has just begun a public awareness campaign meant to educate Vermonters about the problems faced by homeless youth, and to educate and convince them that is in their own best interest to invest in them now, not later. Yet truly communicating with the public about the needs and issues of transitioning youth is thwarted because the two systems, DCF and VCRHYP, have different requirements for reporting client characteristics, services, and outcomes. Not only do the two reporting systems take valuable staff time, but they make it difficult for agencies to provide consistent and coherent data to the public. Programs themselves know that the differences between the homeless and foster youth populations are minor and can be addressed programmatically. Developing a standardized

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<sup>29</sup>Wilson, M. (2008). *Surviving to Thriving*, NEN: Charlotte, VT.

reporting system that would enlighten the public and reduce paperwork and task redundancy is one of the most commonly stated requests by all programs.

2. **Low-skill jobs verses high-skill career development.** Given that minimum-wage jobs will never again pay enough to cover basic rent in Vermont, there is only one way for youth to free themselves from the public benefits system and create a self-sufficient adulthood: through better-paying, higher-skilled employment. As noted, unemployment for rural youth in Vermont is close to 20%, but intense focus on job creation and career development for youth has not yet taken place. This work is imperative if IL programs are to meaningfully prepare their young people for a productive adulthood.
3. **Uncoordinated Public/Private Collaboration.** Youth in Vermont struggle with limited or non-existent transportation, sparse job opportunities, and the high housing costs. But these are community problems as much as they are agency problems, and communities must help solve them. Programs working with transitioning youth need the active participation of the faith community; volunteer mentors; bus companies, car-sharing programs and rural car ownership programs; and the business sector. To date, these partnerships have not been created, simply because programs, understaffed and underfunded, have not been able to develop and nurture the relationships and processes they require. The good news is that many models of successful community collaboration on various fronts exist, mostly for foster youth in Vermont, can be opened up to include non-system homeless youth.
4. **No sustainability strategy.** Sustaining quality services requires funding, but funding alone is not enough. Planning for sustainable programming requires a multi-pronged strategy that taps into both traditional and new resources, and that trains staff in IL programs to think outside their usual systems for support, energy, ideas, and funding. Intensive capacity building for TLPs, provided for the last two years by NEN, a regional training and research organization, is the beginning of an

important effort to strengthen services for homeless youth. However, traditional capacity-building alone cannot create the opportunity to develop and test new ideas over extended periods of time. Those projects take far more: they require research, planning, funding, dedicated staff hours, and customized training and evaluation.

### **Vermont's Readiness as a Grant Partner**

Vermont is unique in the nation for its pioneering efforts to address many of the needs of both homeless and foster care youth through collaborative and innovative approaches. By working toward aligning program outcome measures over the past three years and by forming an active committee at the state level in 2006 that prioritizes the needs of transition-aged youth, the state of Vermont has proven that it can and wants to work together to promote success for foster and homeless youth. Thus, **Healthy & Productive Youth Vermont** provides a 'good value' investment that builds upon past initiatives in order to leverage connections and increase positive outcomes for system and non-system homeless youth in an extremely rural state. This approach will lead to improvements in policies and procedures aimed at effective TL/IL program integration.

Vermonters have long relied on the power of community to overcome difficult challenges, and are well-positioned to embark on a collaborative demonstration project for the benefit of youth transitioning to adulthood. Based on the results of extensive recent exploration and inquiry by the project partners, **Healthy & Productive Youth Vermont** aims to produce measurable changes in these four areas outlined in the Table 1 below:

<b>Table 1: Goals &amp; Objectives</b>	
<b>GOALS</b>	<b>OBJECTIVES</b>
<p><b>(1) Integrate TL/IL Program Policies and Procedures</b></p>	<ul style="list-style-type: none"> <li>• Reduce redundant monitoring and reporting burdens by: reviewing current procedures; identifying areas of overlap and/or inefficiency; engaging stakeholders in discussion about what works well and what could be improved; and proposing and testing new procedures that maximize the resources and benefits of both systems.</li>   <li>• Expand VCRHYP Assets data collection system to IL Programs by: articulating benefits to unifying data collection systems for TL/IL Programs; comparing existing data sets and defining ‘cross walks’ for any parallel elements; engaging stakeholders in discussion about key data elements to preserve, rename or eliminate (if any); reviewing data collection, storing and sharing practices; providing assets-related training to IL programs; and proposing and testing use of the Assets data system for IL programs.</li>   <li>• Create ‘no wrong-door approach’ by: convening IL and TLP stakeholders to assess the array of referral/entry points in various communities and streamline processes for homeless and foster care youth; and gaining a shared understanding of effective strategies for engaging both homeless and foster care youth in TL/IL services based on research regarding stages of change and motivational techniques.</li> </ul>



**(2) Improve Access and Availability of Survival Support Services**

- Create low-barrier access to emergency resources and safe, developmentally-appropriate housing for youth by: expanding existing agency housing programs through aggressive public/private fundraising and financing; developing and mobilizing community response to youth homelessness; and identifying successful models that can be adapted for Vermont communities.
- Develop supportive rural housing options for youth requiring longer-term transitional housing and/or tiered levels of support over time by: exploring new housing funding streams made available to the state through the federal American Recovery and Reinvestment Act (ARRA); convening housing developers, managers and experts to identify barriers and opportunities for partnership; developing new host-home resources; creating streamlined pathways for state approval and licensure of new residential programs, including assisting agencies in navigating processes for start up; and identifying and pursuing opportunities to access and utilize housing vouchers for homeless youth.
- Meet homeless and foster care youth needs for health care/mental health services in rural areas using alternatives to traditional health centers by: exploring opportunities for qualified practitioners to conduct on-site care services at youth-friendly program locations; pursuing use of mobile services when possible; and/or building agency's in-house expertise and qualifications to provide initial substance abuse assessments and education programs to homeless and foster care youth.
- Import and pilot a rural transportation model for youth by: convening public and private stakeholders to review options that include rural-area car-sharing, van-pooling, auto donations and low-income auto purchasing programs; and exploring feasibility and opportunities of using volunteer drivers to provide transportation to youth.
- Identify 'hidden' youth through active outreach into remote, rural towns by: utilizing trained outreach volunteers; convening youth to help map productive outreach locations; and engaging transitioning youth in developing and promoting use of social networking and other media for effective outreach to rural homeless youth.

<p><b>(3) Make New Community Connections</b></p>	<ul style="list-style-type: none"> <li>• Create or build on alliances and partnerships that draw on untapped community resources by: targeting the faith-based community as a source of new funding, host-home housing, mentorship and donated items; reaching out to and engaging caring local adults as prospective volunteers and mentors; piloting teen-adult mentorship programs based on successful models and input from youth; and building volunteer management capacities, possibly to be shared between IL and TLP programs.</li> </ul>
<p><b>(4) Improve Access to &amp; Availability of Employment Opportunities</b></p>	<ul style="list-style-type: none"> <li>• Adjust focus beyond minimum-wage-level job skills training to career development for youth by: developing job shadowing and career internship opportunities; and accessing supportive, advanced training opportunities for transitioning youth.</li> <li>• Create job partnership programs for youth with physical or mild mental or cognitive disabilities by: partnering with large local businesses such as supermarket chains, and utilizing a caseworker-supervision component and on-site employer staff training to promote youth's success in maintaining employment.</li> <li>• Develop opportunities for youth employment in areas named by the state as growth sectors, such as green technology, e-Vermont commerce, alternative energy systems, and conservation and weatherization by: convening private business partners, colleges and education/career force training programs to prepare and connect youth with livable wage employment opportunities.</li> </ul>

**Elaboration on Goals and Objectives**

**1. Integrate TL/IL Program Policies and Procedures**

**1.1 Reduce redundant monitoring and reporting burdens.** The project will align the two reporting systems by convening stakeholders and reviewing current procedures and systems with the intent of increasing efficiencies in terms of staff time and the costs associated with monitoring and reporting from separate systems. For example, creating parallel standards may enable DCF and VCRHYP to share responsibility for performing peer reviews and audits that certify the quality of work performed.

**1.2 Expand VCRHYP Assets data collection system to IL Programs.** VCRHYP has done groundbreaking work on aligning its data collection system with the state child welfare system's assets-based approach (based on the Search Institute's 40 assets) to working with children and youth. However, the IL system has not adopted the same approach for describing progress of transitioning foster youth. Expanding the existing system to include foster youth would facilitate adopting and integrating assets-focused approaches across programs, and would simplify documentation for agencies that already provide shared programming to both populations. For example, agencies that facilitate life skills education groups serving both IL and TL youth could document which assets were addressed and the expected benefits for youth in a single set of terms versus having to describe work in one way for TLP case notes and another in IL records.

**1.3 Create 'no wrong-door approach' for all transition-aged youth.** Whether they are in the foster care system, just out of the foster care system, or eligible for the TLP system, youth in crisis need a place to go for help. By examining eligibility rules and points of entry for all youth, and developing a shared understanding of how a youth's first contact can be leveraged to foster meaningful engagement, the 'no wrong door' approach can ensure that any youth seeking survival support services is able to gain direct access to the help s/he needs. For example, a homeless youth needing shelter could complete an initial assessment and intake with either a TL or IL worker to facilitate immediate entry into housing, along with follow up from the program best suited and designed to meet youth's ongoing needs.

## **2. Improve Access and Availability of Survival Support Services**

**2.1 Create low-barrier access to emergency resources and safe, developmentally-appropriate housing for youth.** Access to emergency services, both for aging- and aged-out foster youth and other homeless youth, is an ongoing problem for service providers, particularly since so few rural TLP providers have emergency shelters. Because TLPs are already being used as a service of last resort for former foster youth, the state has an interest in creating more accessible programs that do not require

lengthy, up-front commitments from youth. To increase accessibility, programs may instead offer flexible housing options across a continuum, which, a) allow for mixed use (i.e., emergency *and* transitional housing) in one site and b) utilize shared intake processes that do not discourage youth from proceeding from one stage to another in services. For example, emergency versus transitional housing may be defined by the level of support and monitoring available to youth in different stages rather than by duration of stay and distinct locations. Agencies leveraging on-call and FYSB-funded Basic Center staff to support emergency intakes have been successful in engaging youth in crisis and facilitating seamless transitions into IL and TL programs when appropriate.

**2.2 Develop supportive rural housing options for youth requiring longer-term transitional housing and/or tiered levels of support over time.** One of the biggest weaknesses of the state's rural TLP programs is that most programs have no true continuum of care; instead they offer a one-size-fits-all set of services with only one housing option (generally scattered-site apartments). Developing alternative housing models that truly "meet youth where they are at" requires creativity and community commitment. In terms of public resources, American Recovery and Reinvestment Act (ARRA) will bring \$17.8 million in direct new housing dollars to Vermont over the next two years, a portion of which will be allocated to homelessness prevention and affordable housing. By linking in to "continuums of care", affordable housing coalitions and the Vermont Interagency Council on Homelessness, project coordinators may be able to leverage ARRA resources that create new housing options for foster and homeless youth. In addition, demonstrating increased integration of TL and IL programs may provide new confidence on the part of housing developers and managers considering partnership and flexibility in providing housing to youth engaged in services. For example, property managers may feel more assured of the sustainability of new youth housing projects and/or of agencies' abilities to provide comprehensive services and adequate liability coverage.

**2.3 Meet transitioning youth needs for health care/mental health services in rural areas using alternatives to traditional health centers.** Research rural models of health care delivery, including the use of medical vans in small population centers and so-called “telemental health” delivery systems, already functioning in some rural areas. Another option is partnering with mental health providers to provide services to youth on-site at TL/ILP locations and/or during drop-in center hours. Public mental health agencies that are not meeting expected levels of service delivery to the adolescent population may be open to this model; they can, in essence, use the ‘open door’ at youth-serving agencies to introduce themselves to youth.

**2.4 Import and pilot a rural transportation model for youth.** Transportation is one of the most serious problems for transitioning youth in rural Vermont, and very little has been done to solve it. The planning process must include a review of local needs and research of the many rural transportation models already in place elsewhere, including van-pooling and car-sharing, and using buses already transporting specialized populations (such as the elderly, or school children) to transport certain members of the public as well. Caring adults in the community may be willing to volunteer drive or ‘ride share’ with youth if a careful screening and matching process could be developed.

**2.5 Identify ‘hidden’ clients through active outreach into remote rural areas.** Social networking sites, rural volunteer-led outreach and aggressive school outreach can all be put in place to ensure that programs serving homeless youth are indeed meeting their mandates. Allowing for varying (initially, lower) levels of service delivery to youth in outlying areas may facilitate staff’s ability to provide services to increasing numbers of youth despite already full case loads. Once ‘hidden’ youth are uncovered, volunteer outreach workers and/or schools may be able to play a role in building bridges and removing barriers to program access and deeper engagement over time. For example, schools may be able to provide transportation to larger town centers so that youth can attend life skills groups or meet with case managers.

### **3. Make New Community Connections**

**3.1 Create or build on alliances and partnerships that draw on untapped or underutilized community resources.** Several models already exist for creating opportunities for transitioning age youth, most of which have been exclusive to youth in foster care, but that could and should be expanded to include homeless transitioning youth. Connected by 25 in Portland, Oregon; Ready by 21, a multi-site model developed by Forum for Youth Investment; and Fostering Success, developed by Vanderbilt University, create new partnerships and alliances in their communities to identify transitioning or troubled young people and provide them with mentors and services. Fostering Success helps foster youth create IDA-subsidized personal savings accounts, buy cars, get into college, and successfully enter the job market. Adopting elements of this and the other models, and opening them up to non-system homeless youth, is a central feature of this proposal.

### **4. Improve Access to Availability of Employment Opportunities**

**4.1. Adjust focus beyond minimum-wage-level job skills training to career development for youth.** Developing job shadowing, career internships and advanced training opportunities for transitioning youth must be done in concert with Workforce Investment Boards, community colleges and vocational training centers, and the business community, building on the small-scale efforts already underway in the state.

**4.2 Create job partnership programs through local businesses that specifically address both the needs of the business for reliable employees and the needs of youth for steady employment in a supportive setting.** UPS, Hannaford supermarkets, TJMaxx, and a number of other large businesses have created successful programs for training and then hiring otherwise marginalized, low-skilled youth, sometimes with minor cognitive, mental or behavioral health issues. Some of these efforts, such as Hannaford in Maine, have worked exceedingly well in rural areas, and could work in Vermont as well. The first step is reaching out to potential large businesses and identifying barriers and

opportunities for developing similar programs in Vermont. Given that rural areas have fewer large businesses in their own communities, programs that serve homeless and foster youth may have to adapt models to work in single store settings and/or augment businesses' capacities to train and support youth. The project must identify workers in local businesses who can act as champions or mentors for this type of program, and clearly communicate potential benefits to employers and communities.

#### **4.3 Develop opportunities for youth employment in areas named by the state as growth sectors.**

Convening state and community colleges, trade schools and emerging experts in the 'green economy' is a crucial first step to developing opportunities for youth and identifying what preparation is needed to increase opportunities for livable wage jobs and career development for youth. In addition, identifying public partners and/or sources of ARRA funding that could provide initial stipends for youth trainees (or other tangible benefits like food and housing vouchers) would make it easier for youth to commit to pursuing longer-term career goals. For example, if Workforce Investment Act programming were more flexible in its criteria for youth participation, an avenue for funding a new initiative in 'green jobs' for youth could be created. Youth who are working full-time minimum-wage jobs that barely provide for their basic needs while also complying with other program requirements typically have difficulty finding the energy and time to trade short-term survival for longer-term success. Programs will need to find ways to lighten this burden for youth and ensure that new jobs provide adequate financial rewards.

## RESULTS OR BENEFITS EXPECTED

### Overview

The year one Planning Phase of **Healthy & Productive Youth Vermont** will document how the project meets and connects to the following four programmatic objective areas:

- 1) TL/IL Program Policies and Procedures Integration;
- 2) Access and Availability of Survival Support Services;
- 3) Community Connections; and
- 4) Access and Availability of Employment and Education Opportunities.

The goals and objectives related to each of these areas, in regard to both outcomes of the planning phase and some of the longer-term programmatic outcomes, are articulated in following Logic Model. The planning period is designed to provide a foundation for developing the ensuing activities and realizing the project goals, which will emerge through the planning process. The methodologies and activities will ultimately be based on the state's identified capacity needs. The following four results are expected from the planning process:

1. **Increased local support for homeless and foster youth** and local interest in, and enthusiasm for collaborative work between state agencies, providers and FYSB related to (1) strengthening Survival Support Services for youth; (2) building youth connections to community; and (3) increasing youth transitions to education and/or employment. The planning process will strengthen and establish new public/private partnerships at the state, regional and local levels. The planning process will focus on developing strategies to bring together representatives from a variety of disciplines – such as public health, public safety, arts and cultural institutions, business, parks and recreation departments,



workforce development, human services, faith-based and schools – to strategically plan and leverage their funding and other resources for homeless and foster youth (see “How the Planning Process Will be Conducted” below). The planning process will result in establishing both partnerships and mechanisms to increase linkages between schools, TLP and IL programs and other entities to ensure that, as part of the ensuing project, TLP and IL programs will implement the necessary Survival Support Services, Community Services and Education/Employment Services.

2. **Identified changes to improve policies, processes, programs and initiatives** and how these changes will be implemented to promote an effective state/local collaboration to achieve programmatic objectives. The planning process will examine existing systems to reduce redundant monitoring and reporting burdens; expand VCRHYP Assets data collection system to IL Programs; gain a shared understanding of the impact of various referral/entry points and readiness stages on youth’s willingness to engage meaningfully in different aspects of services; and identify strategies for providing varying levels of care to youth based on youth needs and program capacities. Among the current Vermont practices that will be examined through the planning process include: 1) Policy and program implications of shared resources such as joint group sessions and co-planning and case management between the state and its contracted partners; 2) Language barriers to inclusion in the Workforce Investment Act programming; 3) Approaches to prioritizing homeless youth for the purposes of HUD consolidated planning; 4) Juvenile justice reform related to Vermont’s unique approach to starting 16 and 17-year-old juveniles in the adult system versus exploring family friendly approaches such as family court. what is redundant
3. **Increased communication and more effective collaboration:** (1) among the State, the Local Community Partner and FYSB; (2) among the State, the local community partner, FYSB grantees and other community and faith-based, Tribal, and other youth-serving agencies; and, (3) with other appropriate programs for the purpose of supporting the programmatic objectives set forth in the

Demonstration. The planning phase will establish clear communication and collaboration protocols, including web-based communication systems, a website, meeting formats, and decision-making approaches/processes. These processes will be designed to carry through the entire project period and beyond, as systems are established for statewide coordination, collaborative programming, and planning/evaluation. The systems established during the planning process will be designed to support long-term sustainability and communication between a diverse group of agencies and providers.

4. **Enhanced outcomes for the targeted youth population** through clarified collaboration between the State and local partners that will bring about desired changes that will be sought in State and local policies, practices and programs to enhance the connections (to survival support services; the community; education and/or employment) for homeless and foster youth.

The attached logic model chart for the planning component of **Healthy & Productive Youth Vermont** provides a conceptual view of how the planning process is designed to achieve its desired outcomes. It guides the partners to evaluate progress; locate gaps and weaknesses in project activities; and see what happens, what works, what does not work, and for whom. Project stakeholders will learn from the model and adjust the project, leading to continuous improvements in the program delivery and impact.

Long-Term Problem: High level of risky behavior among Vermont homeless/disconnected youth transitioning to adulthood.

Long-Term Objectives & Goals: Strengthen system-wide supports for youth in transition and improve outcomes (employment/education) for youth in transition.



- High levels of family stress
- High child poverty rate & economic stress
- High unemployment rate for VT youth, ages 18-24
- 52% of homeless youth have significant trouble at school; 16% drop out of school
- Higher than average rates of drug and alcohol use
- Shortage of emergency housing for homeless youth
- Limited outreach capacity of TLP programs
- Lack of cross-system learning, resource development and sharing, training
- Challenge preparing youth for employment
- Inability to communicate youth

- Resources from FYSB
- Expertise/resources
  - Evidence based practices
  - Appropriate Services and other standards
- Resources from Partners
- Positive youth development expertise
  - Training, consultation and organizational development expertise with youth services, community and faith-based providers
  - Statewide connections
  - Zoom-In Community Assessment
  - Facilitation and planning expertise
  - Expertise in serving at-risk youth: street outreach, TLP programming, research, juvenile justice, youth leadership, employment, etc.
  - Evaluation experience
  - Client involvement
  - Experience implementing collaborative programs
  - Culturally competent outreach/services
  - Infrastructure TTA (e.g.

- Identify new partners, including VT Dept. of Human Services, Dept. of Labor and Housing authority, Office of Economic Opportunity, and statewide network of Workforce Investment Boards (WIBs) and Community Partnerships.
- Identify and recruit small business and corporate participation, philanthropic, higher education, and faith-based sectors, youth and their parent(s) or caregiver(s).
- Enhance existing VCRHYP task force to include new public and private partners (PYD Partners Task Force).
- Identify state and local policies to identify barriers to their success.
- Explore the policy and program implications of shared resources through joint group sessions and co-planning and case management between state and contracted partners.
- Address the language barriers to inclusion in the Workforce Investment Act programming.
- Review approaches to prioritizing IL and TLP youth.
- Identify issues related to Juvenile Justice reform to be addressed
- Cull out best practices and models

- Results of Planning Phase:
- Strengthen and establish new public/private partnerships.
  - Bring together representatives from a variety of disciplines – such as public health/safety, libraries, arts institutions, business, parks and recreation, workforce development, human services, faith-based and schools – to strategically plan and leverage funding and resources for transitioning youth.
  - Increase linkages between schools, IL/TLP programs and other entities to ensure that youth receive Survival Support Services, Community Services and Education/Employment Services.
  - Examine existing systems to reduce redundant monitoring and reporting.
  - Expand VCRHYP Assets data collection system to IL Programs.
  - Increase understanding of the impact of various referral/entry points and readiness stages on youth's willingness to engage meaningfully in different services.
  - Identify strategies for providing varying levels of care to IL and TLP youth based on youth needs and program capacities.
  - Establish clear communication and collaboration protocols between project partners, including web-based communication systems, meetings and decision-making approaches/processes.
  - Identify best practices and models for

- Performance Measures
- # of partners, community leaders, other groups, businesses and institutions engaged in HPYV partnerships.
  - # of new linkages made
  - # of groups providing input to Advisory Council, system assessment activities.
  - Quality/institutionalization of communication and collaboration protocols.
  - Clarity/quality of information derived from best practice research.
  - # of programs participating in Assets data collection.
  - Establishment of usable, system wide project logic model.
  - Development of draft implementation plan for 4 year project.
- Methods to Evaluate Planning Activities
- Examination of secondary data (minutes, participation records, planning documents, project logic model, final plan, etc.)

## APPROACH

### Philosophical Approach

Certain philosophical concepts and values that anchor **Healthy & Productive Youth Vermont** and will serve as criteria for this project going forward. They are:

- **All youth have value.** Often, both system and non-system youth are marginalized and living on the edges of their communities. This project seeks to develop young people's skills and assets in a way that invites private citizens to recognize their contributions as adding positive value to the community.
- **Youth need relationships with caring adults.** Research demonstrates that brain structure and vital processes continue to develop and change in crucial ways up until young people reach the age of 24.<sup>30</sup> Therefore, capacities that are essential for healthy adult functioning, such as planning, decision-making and foreseeing consequences, are still 'under construction' and at risk of disruption for youth ages 16-21. Quality relationships and regular interaction with caring adults play a key role in fostering healthy brain development and will be an important feature of **Healthy & Productive Youth Vermont** activities.
- **Partnerships and collaborations at all levels increase the chances for a young person's success.** Collective buy-in and investment of time, resources and other capital from diverse stakeholders are the best strategies for sustaining the types of systemic changes necessary to improve the lives of system and non-system homeless youth.

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<sup>30</sup> National Scientific Council on the Developing Child (2007). *The Science of Early Childhood Development*. Web: <http://www.developingchild.net>

## Approach to Selecting PYD Partners (months 1-2)

The year-long planning process will involve two sets of players: the traditional stakeholders (the IL and TL programs at state and local-partner levels, plus related state entities), and non-traditional players such as the local business and faith communities in the demonstration-site community. This highly-inclusive, community-focused approach is supported by a 2008 statewide needs assessment of TLPs that identified communities themselves as the “missing piece” in the service gap for homeless young people – communities that are a wealth of untapped human and financial resources for youth, but who have never been effectively informed about youth needs or asked to contribute in sustained ways to meeting those needs.

DCF has already reached out to the Department of Human Services and its Department of Labor and Housing authority, the Office of Economic Opportunity and the statewide network of Workforce Investment Boards and Community Partnerships to participate in this endeavor. VCRHYP has reached out as well, to develop a Positive Youth Development Partners Task Force to explore ways that local communities can support their most vulnerable young people. This proposed PYD planning group, augmented by the state partners identified by the IL system and by businesses, congregations, mentoring groups and housing groups in the targeted community, will become the core of the Healthy & Productive Youth Vermont initiative, participating in a tightly facilitated planning effort that will set priorities and action steps for the purpose of pursuing goals and objectives detailed in Table 1.

These individuals and groups may need incentives in order to fully participate in the planning process. The project will nurture partner and public interest in youth needs through the use of ‘Zoom In’ during the initial community assessment phase. ‘Zoom-In’ is a county-wide youth-led survey and photo project that NEN piloted in southern Vermont in 2008 that provides the public with a powerful and insightful view into their own communities through the eyes of youth. Recognition of local non-traditional partners (businesses, congregations, private mentoring programs and others) through public

Zoom-In displays and the attendant publicity will help create necessary local buy-in, and serve as a “warm-up” project to build relationships between the nonprofit social service community, local groups, and foster and TLP youth. All participating youth will receive cash stipends and public recognition for their contributions to the project.

**Approach to Selecting the Local Collaborating Partners (months 1-2)**

There are only two agencies in Vermont, both based in the remote Northeast Kingdom area of the state, that work with both foster and non-system homeless youth, and thus that meet the basic eligibility requirements of this request. Based on this area’s high level of need – the highest youth unemployment and poverty rates in the state, combined with the least public transportation and telecommunications/internet capacity, all thoroughly documented in the Objectives and Needs for Assistance – both agencies are excellent candidates for Local Collaborating Partner (LCP). For this reason, a traditional competitive process for selection is not required and instead, assuming their willingness to be considered, both agencies will be engaged in a unique selection process that will benefit both communities.

The data generated by Zoom-In, the four criteria set forth in this announcement (need, sustainability, broad community reach, full participation), and other criteria such as a 10% local cash or in-kind match, will be established by the PYD Partners and inform the final selection. PYD Partners, in accordance with this announcement, will also seek evidence of the candidates’ innovative and collaborative solutions to homeless and foster youth needs (already partly researched in a 2008 statewide needs assessment of agencies serving homeless youth); demonstration of increased, realistic and measurable positive youth outcomes as regards the three Connectivity Goals (Survival, Community, Education/Employment); and adherence to the 10 legislative requirements.

**Approach to Drafting the Implementation Plan (months 4-9)**

PYD Partners, in conjunction with the selected LCP and local community representatives



described above, will be convened at least six times to collaboratively craft the **Healthy & Productive Youth Vermont** Implementation Plan. Using the interactive and participatory community development methodology called the Technologies of Participation, created by the Institute for Cultural Affairs, the group will engage in series of facilitated meetings in months 4-9. The group will:

- 1) **Gain insight** from a thorough review of the local community data generated during the selection process, which may be augmented by site visits and interviews with additional key stakeholders,
- 2) **Study the strategies** for policy integration and evidence-based practice models presented above as they relate to the connectivity goals described in the announcement,
- 3) **Create a practical vision** that will set the course for the next four years of the project, including naming obstacles that will need to be overcome,
- 4) **Establish priorities and design activities** to meet the vision and address the obstacles, and
- 5) **Create a detailed action plan** and calendar for Year One. All of these meetings and other project activities will be widely publicized through the creation of a project website and by establishing numerous links to PYD Partners websites. Electronic bulletins will be published regularly to keep all stakeholders informed about progress and opportunities to become involved. FaceBook, MySpace and Twitter accounts will also be established and utilized to help increase awareness and communication about the project, especially among young people.

**Healthy & Productive Youth Vermont** will be staffed through a tightly coordinated three-way partnership between DCF, the lead applicant, and VCRHYP and NEN. The DCF Youth Development (IL) Director will oversee the two contracted organizations who will take primary responsibility for the administration and implementation of the project. The project will be housed at the Washington County Youth Services Bureau, the agency that sponsors VCRHYP. It is centrally located in Montpelier, which is also the state capital. The Northeast Kingdom area of the state, where the candidate agencies are located, is only 80 miles away from Montpelier, making it readily accessible to the effort's proposed Project



Facilitator and Outreach Coordinator. VCRHYP staff will coordinate and manage the logistics associated with the selection process and planning activities. The VCRHYP Executive Director will work closely with the DCF Youth Development Director in attending to all FSYB required meetings, reporting, and participating in the project evaluation. NEN, a regional entity with staff and consultants in Vermont and elsewhere, will facilitate the selection and planning process in Year One, provide relevant research and resources to the Project as required, as well as offer training and technical assistance to the LCP once selected. (See Staff Position and Organizational Profiles).

#### **Approach to Finalizing the 4-Year Plan (months 10-12)**

Once drafted, this plan will be circulated internally for review and comment by the members of the PYD Partners Task Force. At this point in the life of the Task Force, partners themselves will have assisted in writing the plan. They will have participated in a facilitated review of research and best practices, of local conditions and needs, and of available resources, both well-known and untapped. They will have determined separate functions and tasks; set timelines and accountability procedures; and approved the budget. As the plan nears finalization, it will be posted on the project's website for local review and comment, and a series of at least two public meetings will be held to discuss implications of the plan for the community. This is a particularly important phase, since it is likely that some elements of the plan will seek to improve public services such as transportation, an issue for all rural residents of Vermont. To the extent that the residents of the community see improvements for youth as improvements for people of the county in general, they can be expected to support the plan. Key members of PYDP Task Force, and in particular the VTDCF Youth Development Director, the VCRHYP Executive Director, and the Project Facilitator from NEN will be available by conference call to review details of the plan with FYSB, discuss concerns and make adjustments, and take those changes back to the larger group for approval. The DCF Youth Development Director will be expected to get timely approval as needed of policy adjustments impacting other state agencies.



## Approach to Service Delivery

Holding partners accountable for fulfilling their commitments to the project is obviously critical, and at the most mundane, day-to-day level is the responsibility of the Project Facilitator. By virtue of her experience as a program compliance specialist and evaluator in a Vermont runaway and homeless youth program, our candidate for this role is well-versed in the requirements of the Runaway and Homeless Youth Act and the connectivity goals outlined in this request. Furthermore, she has deep knowledge of both the state system and local youth services landscape, and clearly understands the practical impact any proposed change in policy or service is likely to have for youth (see Staff and Position Data).

Yet in a long-term project such as this one, real accountability is a function of the capabilities and leadership qualities of the people at the table and the demands, both spoken and unspoken, those individuals make of one another. Some of those demands have legal weight, of course. As the grant recipient, the state of Vermont will contract with the selected agency for expected services. As an experienced state contractor, the agency can be expected to understand how commitment to the project will affect its policies and procedures, its program operations, and its administrative operations. In a small town, social service agencies are well-known and respected leaders in the community, and upholding their reputation is key to their survival. Preserving its relationship with its key funder, the state, is another powerful motivator. Other child welfare and youth-service professionals sitting on the Task Force can also be expected, through their commitment to young people and mutual interest and respect, to fulfill their commitments. Indeed, in a small state such as Vermont, these professionals tend to know one another well and have long experience working with one another. They will further understand that every other youth-serving agency in the state will be watching their progress with interest, hoping to ultimately make use of the model policy and practice changes they devise.

The Task Force members representing local businesses, congregations, and civic organizations, as well as other groups and entities aligned with the project, will each be asked to sign a Memorandum of



Understanding clearly detailing the scope and level of activity to which they are agreeing; board-level signatures will be required when appropriate. A local congregation, for instance, might agree to provide host homes for homeless youth in crisis, to help fund an emergency apartment for homeless youth, or to provide connections, references and other mentoring for a young person exploring careers. The leadership council of the congregation as a whole will be expected to sign on to church involvement, and to document its communication to the congregation about that commitment. The MOUs will be submitted to DCF and become part of the public record of the project. Each participant will have a history of leadership in the community, and will understand that involvement in this project will lead to public recognition via the local media, project website, public meetings and small-town word of mouth. Dropping out of such a high-profile project will have a social and even business cost that partners would rather avoid; being an active and successful member will have the opposite effect. Those facts in themselves will bolster participants' desire to fulfill their obligations and be accountable for them.

## GEOGRAPHICAL LOCATION

Based on a review of the LCP eligibility requirements in this announcement, this demonstration project will be located in Vermont's most rural Northeast Kingdom, in one of following communities:

- 1) **Newport, Vermont** – Newport is a small city that provides consumer goods, services and recreation to a number of small, very rural communities the region. Both IL/TL program services are provided by the Northeast Kingdom Community Action (NECKA) who will be considered a LCP candidate. .
- 2) **St. Johnsbury, Vermont** – St. Johnsbury is a small city hub and attracts youth from surrounding towns. Both IL/TL program services are provided at the main office of the Northeast Kingdom Youth Services (NEKYS), which is located near the downtown center. The main office also houses a teen drop-in center.

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