



Working together to enrich the lives of children

Cape and Islands Foster Care Enrichment Fund

GUIDELINES AND APPLICATION

2011

GUIDELINES – PAGE 1 of 2

Who is eligible to be considered for these funds, and how much are they eligible for?

Any foster child or teen currently in foster care on the Cape and Islands *and/or* in the care and custody of the Cape and Islands Area DCF Office, including those in Temporary Placement and Specialized Foster Care, is eligible to be considered for up to \$350.00 per year. This may be one award of up to \$350 or multiple awards totaling up to \$350.

Who should complete the application?

Cape and Islands foster parents, DCF and IFC agency social workers, school professionals, and staff of other organizations that work with foster children, are encouraged to apply on behalf of a foster child. However, **THE FOSTER PARENT MUST SIGN OFF ON THE APPLICATION**, acknowledging that an application for an enrichment activity has been completed on their foster child's/teen's behalf.

What kind of activities may qualify for funding?

Applications can be made for any program, service, or support that can enhance the skills, abilities, and overall well-being of an individual child/teen such as:

- **Skill Development**—for example: lessons in music or drama, including the rental or purchase of a musical instrument, gymnastics, and dance and photography lessons.
- **Academic/School-related**—for example: courses at a community college or local university, school trips including college campus visits, books, etc.
- **Recreational/Social**—for example: summer programs, scouting, and club memberships.
- **Sports-related**—for example: team membership fees and dues, equipment, uniforms, and lessons.

Notes:

- Awards cannot be made to cover any expenses related to a foster child/teen's participation in **CHILD CARE**. For financial assistance with child care, please call the Child Care Network of the Cape & Islands in Hyannis at (888) 530-2430, or Vineyard Haven at (508) 693-6133.
- Awards cannot be made to cover any expenses related to a foster child/teen's participation in a foster family vacation.
- Laptop computer purchases will be considered for academic reasons and will stay with the foster child.
- Before submitting this application, please consider the funding resources listed in Appendix A. These resources may also be useful if the actual amount required exceeds the \$350 annual cap.

What process will be used to determine who will receive an Enrichment Award?

- Members of the Foster Care Support Task Force will review all applications at their regular monthly meeting September through June. The Foster Care Support Task Force does not meet in July or August.
- Priority will be given to applications which demonstrate that positive outcomes could be made for the foster child/teen if they had the benefit of this scholarship *and* the child/teen has the support he/she needs to successfully complete and/or benefit from the activity.

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When are the applications due? By 5 p.m. on the last Friday of each month.

- The Task Force may explore whether there are additional or more appropriate sources of funding for each request, including DCF funds, before making its final decision and/or may request that additional or clarifying information about the application be submitted by their next meeting prior to making a decision.
- The number of awards and the dollar amount of each award will vary monthly, depending on the number of applications received that meet the criteria, the total amount requested in each one and the total amount of funding currently available.

Where do you send the completed applications?

Please submit the completed application *only* (the following 3 pages) to Beverly Costa-Ciavola, Director, Cape Cod Neighborhood Support Coalition, using one of the following methods (revised 2/22/10):

Mail: 56 Barnstable Road, Hyannis, MA 02601

Fax: 508-771-4336 * Cannot fax until you call first to have us turn on the fax machine, as we are currently using the same line for both phone & fax, thank you!

Note: *Electronic submissions cannot be accepted, as signatures are required.*

How and when will you be notified as to whether your application has been approved?

Every effort will be made to notify applicants within a week of an approved application.

If your application is selected, how and when will the funds be disbursed?

The disbursement of funds will depend on when the child/teen activity/service or support is scheduled to take place. An invoice to CCNSC or other documentation will be requested either directly from the organization providing the activity, or from the foster parent and social worker. All payments will be made payable directly to the organization or business hosting the activity or service. **Therefore, we will need an invoice submitted in a timely manner (or copy of a cancelled check or a credit card receipt/statement for reimbursement) from the payee to CCNSC in order to process the payment. If this is not received within ninety (90) days of award notification then the award will be forfeited. Forfeited amount will not be counted towards a foster child's annual maximum award. Please note and/or inform payees that checks will be processed and sent directly from the CCNSC's fiscal agent, the United Way of Greater New Bedford, Inc.**

If you have any questions about this application, whom should you call?

Please contact Beverly Costa-Ciavola, Director of the Cape Cod Neighborhood Support Coalition, at 508-771-4336 or beverly@capecoalition.com.

Thank you!

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Please print clearly and complete every item or write N/A for "Not Applicable".

1. Foster Child's Name: _____

2. Age: _____ 3. Male Female

4. Foster Parent's Name and Contact Information: Telephone Number: _____

Name

Address

Town

State

Zip Code

5. What school does the child/teen currently attend?

Grade: _____

6. Relationship of person completing this form to this foster child/teen?

Foster parent Social worker School personnel Other

Other If Other, what is your name and the name of your organization? _____

7. Name & Area Office of the DCF social worker: _____

9. Specific activity, item or support requested for this foster child/teen? *(Please be very specific.)*

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10. Name and contact information of the organization/business or individual who will provide the service or activity (if applicable):

Name

Address

Town

State

Zip Code

Telephone Number

11. Date the activity/service or support is expected to begin: _____

12. Number days per week and hours per day of participation: _____ Days/Week

_____ Hours/Day

13. The actual total cost of the activity/service or support: \$ _____

14. The total amount requested from the Enrichment Fund: \$ _____

***NOTE:** Guidelines allow a maximum awarding of \$350 per child per school year (may be more than one award per school year as long as the maximum amount is not exceeded.)*

15. If there is a difference between the actual total cost and the amount requested, how will this be paid? _____

16. Please describe how the enrichment program/service or support will benefit this child/teen:

17. If transportation is required for participation, who will provide it?

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18. If the foster child/teen encounters a problem while in this program or activity, who will serve as their advocate to ensure his/her success?

19. Personal Statement by the foster child/teen or foster parent: _____

20. Signature of person completing application (*if other than the foster parent*).

Name **Date**

Title **Organization**

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Terms of Agreement

I, _____, understand that any
(Name of Foster Parent)

monies awarded are to be used for the enrichment activity/purpose described in this application. I understand that I will be required to complete a participation survey at the end of the activity cycle and that I will also be requested to provide receipts for the enrichment activity the award was used for. If at any time during the activity cycle my foster child/teen is moved I will notify the child/teen’s social worker in order for them to facilitate the continuation of, if at all possible, the enrichment activity the child/teen is engaged in.

Signature of Foster Parent

Date

* * * * *

**Please submit the completed application and any supporting paperwork to:
Beverly Costa-Ciavola, Director, Cape Cod Neighborhood Support Coalition,
using one of the following methods:**

Mai: 56 Barnstable Road, Hyannis, MA 02601

Fax: 508-771-4336 *Cannot fax until you call first to have us turn on the fax machine, as we are currently using the same line for both phone & fax, thank you!

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Appendix A: Community Resources

Please review and consider these resources before submitting your application to the Enrichment Fund, and/or if your total need exceeds the annual per child cap of \$350. Please note this is not an exhaustive list of community resources or an endorsement of any resource(s).

Financial Assistance

- Cape Cod Council of Churches: 508-775-5073
- Cape Cod Times Needy Fund (except Falmouth residents): 508-778-5661
- Catholic Social Services: 508-771-6771
- East Falmouth – St. Anthony's: 508-548-0108
- Falmouth – St. Patrick's: 508-548-1065
- Falmouth Service Center (Falmouth residents for >6 months only): 508-548-2794
- Harwich Lower Cape Outreach: 508-240-0694
- Heritage Christian Church (Falmouth residents only): 508-564-6342
- Lower Cape Outreach Council (Brewster to Provincetown): 508-240-0694
- Martha's Vineyard Community Services: 508-693-7900
- Mashpee Good Neighbor Fund (Mashpee residents only): 508-477-2413
- Mashpee Wampanoag Tribal Council (tribe members only): 508-477-0208
- Nantucket Human Services: 508-325-4463
- Salvation Army - Barnstable: 508-775-0364
 - Cape Cod except Barnstable - "Boston Service Extension Dept.": 617-542-5420
 - Martha's Vineyard: 508-560-2052
- St. Vincent dePaul – based on town of residency; phone numbers are for parish offices
 - Barnstable: 508-775-3073
 - Bourne (Cape-side, St. Peter's): 508-759-5641
 - Bourne (Plymouth-side, St. Margaret's): 508-759-7777
 - Lower Cape: 508-255-8080
 - Mashpee, Cotuit, Marstons Mills: 508-477-7700 Ext. 41
 - Nantucket: 508-228-0100
 - Sandwich: 508-833-1555
 - Yarmouth: 508-398-2248
- Upper Cape Homeless Council – Corpus Christi Church: 508-888-0209

General Information & Referral Assistance

- Community Action Committee of Cape Cod & Islands, Inc.: 1-800-845-1999
- Family Support Information Line: 1-888-99-CCNSC (22672)
- Martha's Vineyard Community Services: 508-693-7900
- Nantucket Human Services: 508-325-4463

Summer Camp Scholarships (a.k.a. "Camperships")

- Cape Cod Council of Churches: 508-775-5073
- Cape Cod Times Needy Fund: 1-800-422-1446 or 508-778-5661
- Catholic Social Services: 508-771-6771
- MSPCC KidsNET: 1-800-339-2204 or 508-586-2660, for DCF foster children except those in specialized care (e.g. Mentor); applications accepted March 1-May 1 (or until funds expire); first come, first served.
- Mashpee & Cotuit Families - The Willowbend Children's Charity: 508-539-5302
- Brewster to Provincetown Families - Lower Cape Outreach Council: 508-240-0694

Note: Some programs have discounted sessions or offer financial assistance, scholarships, or payment arrangements although not advertised. Please always inquire with the specific program(s).