

	Questions	Answers																																																																	
1.	Is the expectation for Foster Parent Support Organization services to cover both public and privately licensed foster parents, as well as traditional and therapeutic foster homes?	DCFS certified foster homes																																																																	
2.	Is the recruitment and retention aspect of the solicitation for DCFS credentialed foster homes only or does it also include private agencies?	DCFS certified foster homes																																																																	
3.	Based on the expectation regarding recruiting and retention, if we receive referral leads for potential new foster families how do we share these leads with public and private agencies? To whom do we refer these leads?	The leads will be referred to the DCFS Regional Home Development Units.																																																																	
4.	How much total funding is available for this project?	DCFS has not fully determined the funding amount for the total cost of provision of the solicited service at this time. All proposals will be evaluated based on the demonstrated capacity to fulfill the solicitation request and the reasonableness of the proposed cost for delivering the expected outcomes.																																																																	
5.	What is the purpose of fundraising? Is there a specified required match?	Determined by the proposer to supplement contract. There is no specified match.																																																																	
6.	How will the scoring for fundraising be evaluated?	Scoring for Funding from Other Sources will be based on experience.																																																																	
7.	Please provide the number of active certified non relative homes, certified relative/fictive kin and non-certified relative/fictive kin homes by region.	<table border="1"> <thead> <tr> <th colspan="5" data-bbox="1003 711 1711 768">Count of Providers Open on 11/19/2018 <u>Active in the Last 12 Months</u></th> </tr> <tr> <th data-bbox="1003 768 1150 889">Region</th> <th data-bbox="1150 768 1276 889">Relatives</th> <th data-bbox="1276 768 1388 889">Non-Relative Foster Homes</th> <th data-bbox="1388 768 1514 889">Total Certified Homes</th> <th data-bbox="1514 768 1711 889">Total Non-Certified Relatives/Fictive Kin Providers</th> </tr> </thead> <tbody> <tr> <td data-bbox="1003 889 1150 938">Orleans</td> <td data-bbox="1150 889 1276 938">44</td> <td data-bbox="1276 889 1388 938">139</td> <td data-bbox="1388 889 1514 938">183</td> <td data-bbox="1514 889 1711 938">148</td> </tr> <tr> <td data-bbox="1003 938 1150 987">Baton Rouge</td> <td data-bbox="1150 938 1276 987">30</td> <td data-bbox="1276 938 1388 987">77</td> <td data-bbox="1388 938 1514 987">107</td> <td data-bbox="1514 938 1711 987">173</td> </tr> <tr> <td data-bbox="1003 987 1150 1036">Covington</td> <td data-bbox="1150 987 1276 1036">169</td> <td data-bbox="1276 987 1388 1036">218</td> <td data-bbox="1388 987 1514 1036">387</td> <td data-bbox="1514 987 1711 1036">486</td> </tr> <tr> <td data-bbox="1003 1036 1150 1084">Thibodaux</td> <td data-bbox="1150 1036 1276 1084">79</td> <td data-bbox="1276 1036 1388 1084">134</td> <td data-bbox="1388 1036 1514 1084">213</td> <td data-bbox="1514 1036 1711 1084">314</td> </tr> <tr> <td data-bbox="1003 1084 1150 1133">Lafayette</td> <td data-bbox="1150 1084 1276 1133">90</td> <td data-bbox="1276 1084 1388 1133">225</td> <td data-bbox="1388 1084 1514 1133">315</td> <td data-bbox="1514 1084 1711 1133">229</td> </tr> <tr> <td data-bbox="1003 1133 1150 1182">Lake Charles</td> <td data-bbox="1150 1133 1276 1182">50</td> <td data-bbox="1276 1133 1388 1182">139</td> <td data-bbox="1388 1133 1514 1182">189</td> <td data-bbox="1514 1133 1711 1182">174</td> </tr> <tr> <td data-bbox="1003 1182 1150 1230">Alexandria</td> <td data-bbox="1150 1182 1276 1230">24</td> <td data-bbox="1276 1182 1388 1230">166</td> <td data-bbox="1388 1182 1514 1230">190</td> <td data-bbox="1514 1182 1711 1230">267</td> </tr> <tr> <td data-bbox="1003 1230 1150 1279">Shreveport</td> <td data-bbox="1150 1230 1276 1279">55</td> <td data-bbox="1276 1230 1388 1279">198</td> <td data-bbox="1388 1230 1514 1279">253</td> <td data-bbox="1514 1230 1711 1279">306</td> </tr> <tr> <td data-bbox="1003 1279 1150 1328">Monroe</td> <td data-bbox="1150 1279 1276 1328">80</td> <td data-bbox="1276 1279 1388 1328">174</td> <td data-bbox="1388 1279 1514 1328">254</td> <td data-bbox="1514 1279 1711 1328">206</td> </tr> <tr> <td data-bbox="1003 1328 1150 1377">Other</td> <td data-bbox="1150 1328 1276 1377">18</td> <td data-bbox="1276 1328 1388 1377">38</td> <td data-bbox="1388 1328 1514 1377">56</td> <td data-bbox="1514 1328 1711 1377">0</td> </tr> <tr> <td data-bbox="1003 1377 1150 1421">Total</td> <td data-bbox="1150 1377 1276 1421">639</td> <td data-bbox="1276 1377 1388 1421">1,508</td> <td data-bbox="1388 1377 1514 1421">2,147</td> <td data-bbox="1514 1377 1711 1421">2,303</td> </tr> </tbody> </table>	Count of Providers Open on 11/19/2018 <u>Active in the Last 12 Months</u>					Region	Relatives	Non-Relative Foster Homes	Total Certified Homes	Total Non-Certified Relatives/Fictive Kin Providers	Orleans	44	139	183	148	Baton Rouge	30	77	107	173	Covington	169	218	387	486	Thibodaux	79	134	213	314	Lafayette	90	225	315	229	Lake Charles	50	139	189	174	Alexandria	24	166	190	267	Shreveport	55	198	253	306	Monroe	80	174	254	206	Other	18	38	56	0	Total	639	1,508	2,147	2,303
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8.	Please provide the number of failed adoptions by region for the past three years.	This information is not available.
9.	Are there any public documents that could be shared that provide reasons for the solicitation of this proposal or could you provide a brief explanation as to how this proposal concept was created?	DCFS recognized that foster caregivers must be well supported to provide Quality Parenting. It is DCFS' goal to have excellent foster caregiver support services available to foster caregivers statewide. All of the services outlined in the Solicitation were carefully considered after extensive research.
10.	Based on the referenced statements, it is assumed that some regions currently have active local association/support organizations and some do not. Please identify regions that have active foster parent associations/support organizations and those who do not have local associations/support? Also please describe the criteria that you consider an informal support organization vs a formal support organization.	DCFS has a list of Regional Foster Parent Associations that can be obtained via email to: DCFS.HomeDevelopment@la.gov . In addition, other support organizations are listed at www.louisianafosters.la.gov under the "Resources" tab. Some examples of informal support groups are Facebook groups or groups only for specific foster caregivers such as groups provided by churches for foster caregivers within their own congregations.
11.	Please clarify the duties of "sponsoring" and "organizing" trainings. To what level is the awardee expected to provide trainings directly to families?	Duties of "sponsoring" may include covering financial costs of the training, securing presenters, etc. Duties of "organizing training could include obtaining DCFS approval for training, securing meeting space, arranging childcare, promoting training, etc. A proposal may include a training plan to include "direct training" that will be negotiated and outlined in the contract.
12.	Will this be pass through funding to the foster caregivers of money that is already allocated to DCFS? If so, how much is that amount annually?	No.
13.	Will the public agencies and private licensing agencies be the mechanism for actual payment to reimburse mileage the foster parents or is the awardee expected to set up payment for each attendee? What amount should be included in the proposal budget (# of attendees and cost per attendee? Average cost of mileage and mileage reimbursement rate?).	Awardee will be expected to reimburse foster parents for mileage. Past conference registration was \$225 per person. Please refer to State Travel Policy PPM-49 for regulations and reimbursement amounts for travel related expenses including mileage.
14.	Is there a maximum number of foster parents receiving registration and travel reimbursement for TWC?	This would be determined by funds allocated for the conference and negotiated in the contract.
15.	What is the average number of newly certified foster parents per month? On average, what is the average number of youth placed in a new foster homes each day?	Statewide the average is 73 new certifications per month. 7,884 children/youth were served in Foster Care during FFY 2018. 7% of those children/youth were served in a newly certified foster home. This does not include relative/fictive kin foster homes.
16.	Is the expectation that the awardee will directly contact foster parents or rather develop a system with existing foster parent organizations and licensing agencies to ensure this occurs?	It would be the overall responsibility of the awardee to ensure contact is made with foster parents that might include direct contact or could include developing a system with existing foster parent organizations.

17.	QPI and TBRI initiatives are already in motion in some regions of the state. Is it the intent of the RFI for the awardee to collaborate with existing trainings or is the expectation for the Foster Caregiver Support Organization to provide trainings directly? Are we directly responsible for ensuring this training is carried out? Does the proposal have financial obligations to do this? Or is it more of a function of leading and supporting the effort through community organization.	Proposers to the solicitation will be expected to demonstrate through the response proposal how qualified program staff will be identified, trained and skill level sustained over time. Collaboration could be with existing trainings could be an option but the Foster Caregiver Support Organization would be directly responsible for ensuring staff were trained and would be responsible for any financial costs of training. Assessment of staff skill level in service provision will be part of the contract monitoring process. The method of utilizing QPI & TBRI principles in service delivery through the Foster Care Support Organization should also be outlined in the response proposal. It is expected the response proposal will detail the costs for the delivery of the proposed program. The completeness of the proposal in outlining the capacity of the proposer to ensure the qualifications of the staff, quality of services delivered and cost of the proposed program will all be part of the information evaluated for choice of a provider.
18.	Please define "state organization" [as stated on page 13, Section 1.2.2.] of solicitation] is this DCFS, is it the proposed program under this solicitation or another entity?	"State organization" as mentioned in this section is referring to the proposed program under this solicitation.
19.	Should the proposer prepare a budget that reflects three years of operation, a total project cost or the initial year operating budget?	DCFS is seeking to grant up to a 3 yr. contract. Proposers should base budgets upon this information.
20.	Is this a cost reimbursement program? If so, is there anything that should not be included in the budget? For instance, are fundraising costs allowable?	Yes. All budgets and claims for reimbursement are susceptible to legislative funding changes, governmental policies, availability of financial resources, adherence to contract terms and achievement of outcomes. Typically, no more than 10% of any contract can involve administrative costs, therefore, no costs can be included for administration of the program which exceed more than 10% of the overall contract budget. Additionally, Division of Administration State Travel Regulations guide all costs associated with any type of travel, so nothing can be included in the budget which does not comply with those regulations. Fundraising costs are not an allowable expense.
21.	How should the proposer calculate the monthly billable rate?	This is a cost reimbursement program. Providers will submit a monthly invoice for previous month's expenditures.
22.	Is the 3 year contract renewable at the end of the contract period or will it go out for bid?	It could be renewable with a new contract period.
23.	Is there a state financial form that should be used to submit the budget?	A sample budget form is attached. Organizations may also submit budgets in their own formats.

24.	What percentage of funding for the Foster Care Support Organization will be federal dollars and what percentage State General Fund?	Exact percentages are not defined at this time. A percentage of funding is anticipated to be provided through federal grant dollars and other funding will be provided as other funding sources are identified, typically with a percentage expected in provider match.																																																																																																																																																																																																																																																																																								
25.	Can DCFS provide data by region regarding the number of foster homes certified and closed in each region during the most recent 12-month period for which data is available?	<p>DCFS Certified Foster Homes Nov 2017-Oct 2018</p> <table border="1" data-bbox="989 483 2074 834"> <thead> <tr> <th>Region</th> <th>Nov</th> <th>Dec</th> <th>Jan</th> <th>Feb</th> <th>Mar</th> <th>Apr</th> <th>May</th> <th>June</th> <th>July</th> <th>Aug</th> <th>Sep</th> <th>Oct</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>1-Orleans</td> <td>8</td> <td>8</td> <td>11</td> <td>5</td> <td>4</td> <td>4</td> <td>10</td> <td>6</td> <td>8</td> <td>11</td> <td>10</td> <td>10</td> <td>95</td> </tr> <tr> <td>2-Bat.Rouge</td> <td>3</td> <td>3</td> <td>4</td> <td>5</td> <td>3</td> <td>6</td> <td>3</td> <td>8</td> <td>4</td> <td>7</td> <td>9</td> <td>12</td> <td>67</td> </tr> <tr> <td>3-Covington</td> <td>18</td> <td>15</td> <td>14</td> <td>18</td> <td>18</td> <td>23</td> <td>15</td> <td>13</td> <td>18</td> <td>15</td> <td>16</td> <td>20</td> <td>203</td> </tr> <tr> <td>4-Thibodaux</td> <td>6</td> <td>6</td> <td>2</td> <td>5</td> <td>11</td> <td>11</td> <td>3</td> <td>5</td> <td>11</td> <td>15</td> <td>9</td> <td>7</td> <td>91</td> </tr> <tr> <td>5-Lafayette</td> <td>7</td> <td>6</td> <td>13</td> <td>7</td> <td>8</td> <td>8</td> <td>11</td> <td>11</td> <td>10</td> <td>21</td> <td>15</td> <td>17</td> <td>134</td> </tr> <tr> <td>6-Lk Charles</td> <td>4</td> <td>2</td> <td>3</td> <td>7</td> <td>3</td> <td>6</td> <td>6</td> <td>8</td> <td>6</td> <td>6</td> <td>4</td> <td>11</td> <td>66</td> </tr> <tr> <td>7-Alexandria</td> <td>1</td> <td>7</td> <td>1</td> <td>0</td> <td>6</td> <td>2</td> <td>4</td> <td>5</td> <td>13</td> <td>11</td> <td>12</td> <td>9</td> <td>71</td> </tr> <tr> <td>8-Shrvport</td> <td>6</td> <td>6</td> <td>8</td> <td>6</td> <td>7</td> <td>7</td> <td>6</td> <td>2</td> <td>2</td> <td>7</td> <td>10</td> <td>8</td> <td>75</td> </tr> <tr> <td>9-Monroe</td> <td>6</td> <td>5</td> <td>10</td> <td>6</td> <td>3</td> <td>4</td> <td>6</td> <td>12</td> <td>10</td> <td>6</td> <td>5</td> <td>5</td> <td>78</td> </tr> </tbody> </table> <p>DCFS Closed Foster Homes Nov 2017-Oct 2018</p> <table border="1" data-bbox="989 938 2074 1273"> <thead> <tr> <th>Region</th> <th>Nov</th> <th>Dec</th> <th>Jan</th> <th>Feb</th> <th>Mar</th> <th>Apr</th> <th>May</th> <th>June</th> <th>July</th> <th>Aug</th> <th>Sept</th> <th>Oct</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>1-Orleans</td> <td>6</td> <td>7</td> <td>0</td> <td>5</td> <td>2</td> <td>8</td> <td>7</td> <td>6</td> <td>7</td> <td>12</td> <td>11</td> <td>5</td> <td>76</td> </tr> <tr> <td>2-Bat. Rouge</td> <td>4</td> <td>2</td> <td>6</td> <td>11</td> <td>2</td> <td>2</td> <td>4</td> <td>4</td> <td>3</td> <td>13</td> <td>4</td> <td>4</td> <td>59</td> </tr> <tr> <td>3-Covington</td> <td>11</td> <td>8</td> <td>21</td> <td>14</td> <td>18</td> <td>23</td> <td>9</td> <td>49</td> <td>7</td> <td>15</td> <td>8</td> <td>6</td> <td>189</td> </tr> <tr> <td>4-Thibodaux</td> <td>5</td> <td>6</td> <td>1</td> <td>2</td> <td>9</td> <td>3</td> <td>7</td> <td>9</td> <td>2</td> <td>14</td> <td>24</td> <td>8</td> <td>90</td> </tr> <tr> <td>5-Lafayette</td> <td>10</td> <td>8</td> <td>6</td> <td>6</td> <td>16</td> <td>11</td> <td>10</td> <td>20</td> <td>11</td> <td>9</td> <td>15</td> <td>13</td> <td>135</td> </tr> <tr> <td>6-Lk Charles</td> <td>0</td> <td>1</td> <td>1</td> <td>20</td> <td>7</td> <td>12</td> <td>56</td> <td>2</td> <td>3</td> <td>4</td> <td>0</td> <td>4</td> <td>110</td> </tr> <tr> <td>7-Alexandria</td> <td>7</td> <td>4</td> <td>10</td> <td>5</td> <td>6</td> <td>2</td> <td>4</td> <td>0</td> <td>6</td> <td>2</td> <td>4</td> <td>4</td> <td>54</td> </tr> <tr> <td>8-Shrvport</td> <td>13</td> <td>6</td> <td>16</td> <td>7</td> <td>0</td> <td>2</td> <td>4</td> <td>8</td> <td>13</td> <td>3</td> <td>2</td> <td>0</td> <td>74</td> </tr> <tr> <td>9-Monroe</td> <td>11</td> <td>5</td> <td>20</td> <td>1</td> <td>0</td> <td>4</td> <td>4</td> <td>11</td> <td>13</td> <td>3</td> <td>7</td> <td>7</td> <td>86</td> </tr> </tbody> </table>	Region	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Total	1-Orleans	8	8	11	5	4	4	10	6	8	11	10	10	95	2-Bat.Rouge	3	3	4	5	3	6	3	8	4	7	9	12	67	3-Covington	18	15	14	18	18	23	15	13	18	15	16	20	203	4-Thibodaux	6	6	2	5	11	11	3	5	11	15	9	7	91	5-Lafayette	7	6	13	7	8	8	11	11	10	21	15	17	134	6-Lk Charles	4	2	3	7	3	6	6	8	6	6	4	11	66	7-Alexandria	1	7	1	0	6	2	4	5	13	11	12	9	71	8-Shrvport	6	6	8	6	7	7	6	2	2	7	10	8	75	9-Monroe	6	5	10	6	3	4	6	12	10	6	5	5	78	Region	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Total	1-Orleans	6	7	0	5	2	8	7	6	7	12	11	5	76	2-Bat. Rouge	4	2	6	11	2	2	4	4	3	13	4	4	59	3-Covington	11	8	21	14	18	23	9	49	7	15	8	6	189	4-Thibodaux	5	6	1	2	9	3	7	9	2	14	24	8	90	5-Lafayette	10	8	6	6	16	11	10	20	11	9	15	13	135	6-Lk Charles	0	1	1	20	7	12	56	2	3	4	0	4	110	7-Alexandria	7	4	10	5	6	2	4	0	6	2	4	4	54	8-Shrvport	13	6	16	7	0	2	4	8	13	3	2	0	74	9-Monroe	11	5	20	1	0	4	4	11	13	3	7	7	86
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26.	What is the process DCFS currently uses to move kinship home from uncertified to certified?	Relative and fictive kin non-certified homes are referred by the Foster Care worker of the child/ren in placement to the Regional Home Development Unit for certification assessment that includes pre-service training designed specifically for relative placements.																																																																																																																																																																																																																																																																																								

27.	If federal dollars will be used in support of these services, will they be “vendor payment”?	No. They will be provider payment.
28.	This will be a new service in Louisiana. In preparing this Solicitation has DCFS identified any models of foster care support services in other states or countries which proposers should consider when designing the requested service?	Research of foster care support services that exist throughout the nation was done in preparing the Solicitation but no specific models were identified which proposers should consider when designing the requested service.
29.	The success of this new endeavor will likely be a function of the selected provider's ability to be innovative, responsive and quick. How will DCFS ensure the chosen provider receives the program autonomy necessary to create, implement and respond quickly to identified needs as the Foster Care Support Organization services are developed?	By working in collaboration with the identified DCFS liaison.
30.	Three charts on pages 6 and 7 of the Solicitation detail numbers of children by ages and DCFS regions in certified non-relative placements, certified relative/fictive kin placements, and non-certified relative/fictive kin placements. Do these charts represent the children's regions of origin or the regions of their current caregivers?	Regions of current caregivers.
31.	Will DCFS make payments to the chosen provider as equal monthly distributions of a contract amount or will payments be made based upon the provider invoicing for reimbursement of expenditures supported by cancelled checks as the DCFS ILS contracts require?	Payments will be made upon the provider submitting monthly invoices on a cost reimbursement basis with documentation to justify requested expense reimbursement as outlined in the contract.
32.	Will contractor staff travel be limited by Louisiana state government's "99-mile rule"? Abiding by this in the rural regions of Louisiana is particularly burdensome and is a barrier to service provision due to time lost waiting on rental car agencies	Contractors must abide by guidelines set forth in State Travel Regulations PPM-49 for reimbursement of travel expenses.
33.	How will DCFS work to ensure other regulatory and fiscal details (i.e. the “99-mile rule” and “cancelled checks” noted above) do not interfere with or distract the chosen provider from focusing on service delivery?	As a state entity, DCFS is required to follow all state and federal expectations as defined. The identified DCFS liaison would assist in service resolution, where possible.
34.	DCFS requires the chosen provider will encourage and pay for foster caregivers to attend TWC. How many and how will these costs be reimbursed?	The number of participants would be determined by available funds negotiated in the contract. However in the past, \$15,000 was allocated for this expense. Past conference registration fees averaged \$225 and foster parent registration was paid directly to TWC by the sponsoring organization. Hotel expenses were paid directly to the hotel by the sponsoring organization and any other travel expenses as outlined in State Travel Regulations PPM-49 were reimbursed to the foster parent by the sponsoring organization upon receipt of reimbursement request forms from foster parents.
35.	How will the contracted Foster Care Support Organization be notified by DCFS of new foster care placements?	Regional Home Development Unit will notify the Foster Caregiver Support Organization.

36.	Explain expectations of provider around Kidline calls? 1-800 number, time, what is current call volume?	Kidline (1-800-CHILDREN) is an anonymous, 24-hour, toll-free, statewide telephone service offering crisis intervention, support, parenting information and referrals to community resources within the state of Louisiana. It is anticipated that the provider would provide a method to receive Kidline referrals on a 24-hour basis as well as a method to respond to support needs of foster caregivers at any time. Current call volume related to DCFS at this time is minimal.
37.	What are DCFS' expectation regarding the format for the monthly newsletter for foster caregivers (size, content, reading level, paper vs email, etc.)?	It is anticipated that the newsletter will be disseminated electronically; the format can be at the discretion of the provider; it is anticipated the content should include, at a minimum, support services provided, including newly identified services, upcoming trainings and/or events of interest to foster caregivers, policy updates, etc.
38.	How will DCFS reimburse the chosen provider for costs associated with TBRI training?	Proposers to the solicitation will be expected to demonstrate through the response proposal how qualified program staff will be identified, trained and skill level sustained over time. Assessment of staff skill level in service provision will be part of the contract monitoring process. The method of utilizing TBRI principles in service delivery through the Foster Care Support Organization should also be outlined in the response proposal. It is expected the response proposal will detail the costs for the delivery of the proposed program. The completeness of the proposal in outlining the capacity of the proposer to ensure the qualifications of the staff, quality of services delivered and cost of the proposed program will all be part of the information evaluated for choice of a provider.
39.	Please provide details of DCFS' expectations related to "required reporting".	It is anticipated that Provider will provide reports as outlined in solicitation.
40.	DCFS is receiving consulting services from national child welfare organizations. Have any of these services been related to this Solicitation and if so, can DCFS share the suggestions and feedback of the consultants and/or any of DCFS' own ideas beyond the preliminary information contained in the Solicitation - especially as related to DCFS' desires for promising, supported, and/or well-supported foster care support services?	A National child welfare organization providing consulting services to DCFS along with DCFS staff persons recognize that foster caregivers must be well supported to provide Quality Parenting. It is DCFS' goal to have excellent foster caregiver support services available to foster caregivers statewide. All of the services outlined in the Solicitation were carefully considered after extensive research.
41.	Where can we find information on the current Pre-Service training for foster caregivers being used by DCFS?	A Journey Home, foster caregiver Pre-Service training, is a trauma informed, Quality Parenting curriculum that was developed in 2016 by DCFS in conjunction with a national child welfare consultant. Specific inquiries regarding Pre-Service training can be made to the DCFS Home Development Unit via email to DCFS.HomeDevelopment@la.gov .

42.	What are the number of foster and kinship parents in each region currently?		<table border="1"> <thead> <tr> <th colspan="4">Count of DCFS Foster Home Providers Open on 11/19/2018</th> </tr> <tr> <th>Region</th> <th>Relatives/Fictive Kin</th> <th>Non-Relative Foster Homes</th> <th>Total Certified Homes</th> </tr> </thead> <tbody> <tr> <td>Orleans</td> <td>55</td> <td>167</td> <td>222</td> </tr> <tr> <td>Baton Rouge</td> <td>34</td> <td>86</td> <td>120</td> </tr> <tr> <td>Covington</td> <td>173</td> <td>224</td> <td>397</td> </tr> <tr> <td>Thibodaux</td> <td>81</td> <td>140</td> <td>221</td> </tr> <tr> <td>Lafayette</td> <td>98</td> <td>246</td> <td>344</td> </tr> <tr> <td>Lake Charles</td> <td>52</td> <td>165</td> <td>217</td> </tr> <tr> <td>Alexandria</td> <td>24</td> <td>183</td> <td>207</td> </tr> <tr> <td>Shreveport</td> <td>57</td> <td>220</td> <td>277</td> </tr> <tr> <td>Monroe</td> <td>131</td> <td>204</td> <td>335</td> </tr> <tr> <td>Other-ICPC</td> <td>19</td> <td>39</td> <td>58</td> </tr> <tr> <td>Total</td> <td>724</td> <td>1,674</td> <td>2,398</td> </tr> </tbody> </table>	Count of DCFS Foster Home Providers Open on 11/19/2018				Region	Relatives/Fictive Kin	Non-Relative Foster Homes	Total Certified Homes	Orleans	55	167	222	Baton Rouge	34	86	120	Covington	173	224	397	Thibodaux	81	140	221	Lafayette	98	246	344	Lake Charles	52	165	217	Alexandria	24	183	207	Shreveport	57	220	277	Monroe	131	204	335	Other-ICPC	19	39	58	Total	724	1,674	2,398	
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43.	Are there active Family Resource Centers in each region?	Yes.																																																						
44.	What role will the Foster Caregiver Support Organization play in the certification of potential foster families? After recruiting the families to come into the process, will there be a handoff to Home Development? If so, how does DCFS envision this handoff occurring?		As stated on page 10 of the solicitation, the Foster Caregiver Support Organization will assist with recruitment of potential families. It is anticipated that potential families will be referred to the perspective DCFS Regional Home Development Units and the Regional Home Development Units will contact potential families to provide additional information regarding certification and invite them to DCFS Foster Caregiver Orientation.																																																					
45.	Does DCFS have a list of current support organizations and will DCFS will share the list and contact information with the contracted Foster Caregiver Support Organization?	Yes.																																																						
46.	How are Kidline calls related to foster care handled today?		See response to question #47																																																					
47.	Please provide information about Kidline. Who operates Kidline? How does Kidline currently make referrals for services? How does Kidline transfer referred calls – warm hand off or automated?		KIDLINE (1-800-CHILDREN) is an anonymous, toll-free, statewide telephone service offering crisis intervention, support, parenting information and referrals to community resources within the state of Louisiana. KIDLINE is a service of Prevent Child Abuse Louisiana. A foster care decision tree has been developed by DCFS and is used by KIDLINE counselors to refer callers to appropriate resources by providing the caller the telephone number of the appropriate resource should the KIDLINE counselor not be able to provide requested information.																																																					

48.	What are the specific expectations DCFS has for the Foster Care Support Organization to meet the needs of the biological families of children in foster care?	Support of birth families is a key principle of Quality Parenting. Refer to page 10 of the Solicitation whereby the support organization is to promote team work among foster caregivers, biological families, community partners and DCFS. Refer to page 13 of the Solicitation referencing the foster caregiver mentor program whereby foster caregiver mentors are to provide guidance to foster caregivers in supporting birth parent relationships.
49.	Define “periodically review” on page 9 in the 7th bullet related to Foster Care Support Organizations.	“Periodically review” is best defined as “quarterly”. Refer to page 13 of the Solicitation, Section D. item 6 that correlates with page 9, 7 th bullet referencing review of national research—Pg. 13.D. 6 requests quarterly reports submitted by the Foster Care Support Organization to the identified DCFS liaison include national best practices identified by the Foster Care Support Organization.
50.	Given that Louisiana is a family-oriented state, what factors explain the larger number of non-relative placements compared to the total of certified and non-certified kin/fictive placements, Troubled extended family? Per diem payment differentials?	A number of factors could be responsible for the slightly larger number of children in non-relative certified homes such as lack of available family members, special needs of children, etc.; there are no per diem payment differentials between relative and non-relative certified foster homes.
51.	Will contracted provider be permitted to display photos and/or video of children in foster care in order to recruit families, promote adoptions, and strengthen partnerships designed to support children in foster care and their foster caregivers?	No photo or video of any child in DCFS custody should be displayed without the permission of DCFS for that individual child and the specific situation and timeframe for which the photo is being used. DCFS staff and all contract providers are responsible for following Louisiana Revised Statute 46:56 in maintaining the confidentiality of clients and client information.
52.	On page 15, a minimum qualification is that eligible entities “have experience in fund raising”. On page 21, fund raising is identified as a “core service”. However, in neither location is the purpose of fundraising elucidated. On page 23, the scoring accounts for “funding from other resources”. Is this a reference to the other two hints at fundraising? If so, are these funds to be used for operations, support to families, support to family support organizations, or in other ways?	“Funding from other sources” may include fundraising. Use of funds from fundraising is at discretion of provider.
53.	Page 9 indicates the contracted Foster Care Support Organization will "work closely with LA Fosters". The Louisiana Fosters website states, "Louisiana Fosters is a state-wide campaign focused on Louisiana's children – our children – sponsored by First Lady Donna Edwards to link government, faith, non-profit, business and community to create united support for our state's foster care system." A staff directory is not available on the Louisiana Fosters website. Who are the staff the contracted FCSO provider will work with? Are they employees of DCFS, the Governor's Office, or an independent group contracted to maintain the Louisiana Fosters website?	There is a DCFS staff Liaison for Louisiana Fosters that would work with the contracted provider. DCFS Communications maintains the Louisiana Fosters website.

54.	Because many of the expectations of services described in this Solicitation seem very similar to what seems to be required of some Kinship Navigator programs in other states, has DCFS considered making the future “Kinship Navigator Program” referenced at the bottom of page 9 part of this Solicitation?	Not at this time.
55.	This Solicitation clearly identifies recruitment as a requirement of the contracted Foster Care Support Organization. Effective recruitment in Louisiana has proven expensive. Has DCFS established a cap for the recruitment costs associated with this Solicitation?	No.
56.	Has DCFS established quantitative goals for the deliverables or will DCFS work with the contracted FCSO to determine the measures of success after a baseline is established? For example, will DCFS establish a quantitative “50 new foster homes per quarter in region X” or will the contracted provider and DCFS establish measurable goals in partnership?	DCFS will work with the contracted provider to determine measures of success and to establish measureable goals.
57.	Does DCFS intend the contracted FCSO to perform only the activities described in this Solicitation or will DCFS allow contracted FCSO to conduct related activities not described in the Solicitation if the FCSO determines they may be effective supports or services for foster caregivers?	In consultation with and prior approval from the DCFS liaison, FCSO could be allowed to conduct related activities if the activities are determined to be effective supports or services for foster caregivers.
58.	One approach to a Foster Care Support Organization is that it be very visible to foster caregivers but nearly invisible in the media because it works to promote all of the efforts of other organizations who do good work on behalf of foster caregivers and the children in their care. The other approach is that the FCSO becomes the face of foster care support. Does DCFS wish the contracted FCSO to be a “silent partner” of all the good work being done across Louisiana or an intentionally visible partner creating a brand for itself as a supporter of the good work being done on behalf of foster caregivers and children?	DCFS wishes the contract provider to be an intentionally visible partner.
59.	Can the state confirm the name of the current provider that is managing services between foster caregivers and DCFS?	There is no current provider.
60.	“DCFS adopted a new pre-service training that focuses on high quality parenting as part of an effort to update and improve foster care services.” Who designed the adopted pre-service training program? Where is the program housed today?	DCFS, in conjunction with a national child welfare consultant, designed the curriculum. The program is housed in DCFS Home Development.
61.	In some situations, foster caregivers provide care without certification.” What are the circumstances, which allow a foster caregiver to provide care without a certification?	Non-certified Relative or Fictive Kin Caregivers

62.	What entity is currently delivering the training to foster caregivers on the Quality Parenting Initiative (QPI)? Are DCFS staff trained in QPI?	DCFS staff trainers and National QPI trainers deliver training to DCFS foster caregivers. DCFS staff are trained in QPI.																																																																																														
63.	Can the state provide the number of internal placement moves or the average number of internal moves by region and by age group?	<table border="1"> <thead> <tr> <th rowspan="2">Region</th> <th rowspan="2"># of Children Who Entered Foster Care FFY2018</th> <th colspan="6"># of Placement Moves by Age-age based on age day child entered care</th> </tr> <tr> <th>Under 1</th> <th>Age 1-5</th> <th>Age 6-10</th> <th>Age 11-13</th> <th>Age 14-17</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Orleans</td> <td>328</td> <td>15</td> <td>48</td> <td>37</td> <td>56</td> <td>63</td> <td>219</td> </tr> <tr> <td>Baton Rouge</td> <td>218</td> <td>15</td> <td>35</td> <td>34</td> <td>30</td> <td>21</td> <td>135</td> </tr> <tr> <td>Covington</td> <td>695</td> <td>74</td> <td>197</td> <td>153</td> <td>115</td> <td>100</td> <td>639</td> </tr> <tr> <td>Thibodaux</td> <td>384</td> <td>46</td> <td>98</td> <td>80</td> <td>41</td> <td>57</td> <td>322</td> </tr> <tr> <td>Lafayette</td> <td>451</td> <td>24</td> <td>75</td> <td>86</td> <td>47</td> <td>114</td> <td>346</td> </tr> <tr> <td>Lake Charles</td> <td>290</td> <td>19</td> <td>66</td> <td>31</td> <td>27</td> <td>78</td> <td>221</td> </tr> <tr> <td>Alexandria</td> <td>339</td> <td>16</td> <td>68</td> <td>53</td> <td>49</td> <td>58</td> <td>244</td> </tr> <tr> <td>Shreveport</td> <td>612</td> <td>45</td> <td>132</td> <td>96</td> <td>107</td> <td>81</td> <td>461</td> </tr> <tr> <td>Monroe</td> <td>243</td> <td>36</td> <td>60</td> <td>61</td> <td>37</td> <td>31</td> <td>225</td> </tr> <tr> <td>Total</td> <td>3,559</td> <td>290</td> <td>779</td> <td>631</td> <td>509</td> <td>603</td> <td>2,812</td> </tr> </tbody> </table>	Region	# of Children Who Entered Foster Care FFY2018	# of Placement Moves by Age-age based on age day child entered care						Under 1	Age 1-5	Age 6-10	Age 11-13	Age 14-17	Total	Orleans	328	15	48	37	56	63	219	Baton Rouge	218	15	35	34	30	21	135	Covington	695	74	197	153	115	100	639	Thibodaux	384	46	98	80	41	57	322	Lafayette	451	24	75	86	47	114	346	Lake Charles	290	19	66	31	27	78	221	Alexandria	339	16	68	53	49	58	244	Shreveport	612	45	132	96	107	81	461	Monroe	243	36	60	61	37	31	225	Total	3,559	290	779	631	509	603	2,812
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64.	“Organize, sponsor, and participate in training for foster caregivers”. What does the term ‘participate’ specifically imply?	Attend/support the training.																																																																																														
65.	When sponsoring training, work with DCFS to ensure training meets criteria for foster caregiver training credits.” Can the state provide the defined criteria for training?	Subject matter must be relevant to foster caregivers’ required skills. Trainers must have appropriate credentials for subject matter presented. All training would be pre-approved by DCFS before being presented.																																																																																														
66.	How many hours of in-service training are required for foster caregivers annually?	15 training hours are required per year for per foster caregiver families. If home is a two-parent household, each parent must obtain at least 5 training hours and the remaining 5 can be obtained by one or both parents.																																																																																														
67.	How many foster caregivers do you anticipate will attend the TWC Conference need to be registered and their travel expenses reimbursed?	That number is currently unknown. In the past, conference registration was paid directly to TWC by the sponsoring organization. Travel will be reimbursed by the Foster Caregiver Support Organization provider.																																																																																														
68.	What defines a newly certified caregiver? Who authorizes the certification?	“Newly certified caregiver” is a family certified within the past 6 calendar months. The certification is authorized by the regional DCFS Home Development Unit.																																																																																														
69.	Can the state verify the link to the DCFS website where responses to questions and other relevant solicitation documents will be posted? The URL provided in the RFP (www.dcf.state.la.gov) is not valid.	The correct link is www.dcf.la.gov																																																																																														
70.	After agreement execution noted as March 12, 2019, how long would the selected Proposer have to implement the program before a “go-live” date (start of services.)	It is anticipated that some of the services would be implemented within 30-60 days of the agreement execution as stated in the “Deliverables” section of the Solicitation with staggered implementation of the remaining services negotiated in the contract over a timeline not to exceed 6 months from agreement execution.																																																																																														

71.	This section states that the selected Proposer is expected to enter into a contract based on the initial offers received. However, no contract was included with the RFP. Will the selected Proposer be given the opportunity to review and negotiate the contract upon award?	Yes.
72.	What is the duration (period of performance) of the resulting contract from this RFP?	Up to 3 years.
73.	Will a cost reimbursable contract result from award? Please specify the contract type the successful Proposer shall anticipate.	Yes, it will be a cost-reimbursable contract. The contact type is a Provider Contract.
74.	“The Proposer shall include proof that the individual who signs the proposal has the authority to obligate the organization/agency which could include a certified copy of a board resolution granting such authority.” Can the state confirm that a notarized form will be accepted as a certified copy?	Yes.
75.	How would the state prefer Proposers submit their pricing given no cost form or table is provided?	A budget form example is attached. Organizations may also submit budgets in their own formats.
76.	What equivalent dollar figure across all Proposers will the state use to evaluate price between proposals?	DCFS does not have an established dollar figure for the total cost of provision of the solicited service at this time. All proposals will be evaluated based on the demonstrated capacity to fulfill the solicitation request and the reasonableness of the proposed cost for delivering the expected outcomes. A computed cost score will be developed during the evaluation of the proposals by assigning cost points to each proposal based on reasonableness. The lowest proposed cost, and the total cost proposed by each proposer being evaluated will factor into the formula along with the individual proposal computed cost score to evaluate costs between proposals.
77.	If an organization is a therapeutic foster care provider in Louisiana, are we eligible to bid to become a Foster Caregiver Support Organization?	Yes.
78.	RFP pages 6 & 7 lists the number of placements; please provide the number of certified foster caregivers (both kin and non-relative) by region.	See response to question #42.
79.	RFP page 8 states: “Proposals must include a detailed budget outlining costs of proposal.” Does DCFS have a preferred format for the budget?	A budget form example is attached. Organizations may also submit budgets in their own formats.
80.	Please provide the amount of funding anticipated to be available for the Foster Caregiver Support Organization contract	DCFS does not have an established dollar figure for the total cost of provision of the solicited service at this time. DCFS is asking providers to submit their estimated costs for providing the requested services.
81.	What was the funding for the Foster Caregiver Support Organization contract last contract year?	There has not been a Foster Caregiver Support Organization as defined in this solicitation.
82.	Are there any specific staff qualifications (i.e., degree or credential) required for this contract?	No, there are no specific staff qualifications for this contract. However, proposers to the solicitation will be expected to demonstrate through the response proposal how qualified program staff will be identified, trained and skill level sustained over time. Assessment of staff skill level in service provision will be part of the contract monitoring process.

83.	RFP page 20 within Section 5.2 states: "In addition, if applicable, the Board Resolution Form should be completed and submitted with Proposals." Is there a specific format or form that should be used for this requirement? To what business types is this applicable?	A board resolution form example is attached. Organizations may also submit budgets in their own formats. This is applicable to all organizations/businesses governed by a Board of Directors or whereby a Board of Directors provides oversight to the organization/business.
84.	Please confirm the items described within Section 7.1 Corporation Requirements would be supplied upon contract award and not with the proposal submission.	This should be supplied with the proposal submission.

EXHIBIT B-BUDGET

CONTRACTOR	_____	ADDRESS	_____
SERVICE PROVIDED	_____	PARISH(ES) SERVED	_____
CONTRACT PERIOD	_____	BUDGET PERIOD	_____

NOTE: All budget justifications including computation of this budget must be retained and provided upon request. If more space is needed you may attach additional sheets utilizing the same format for the appropriate section.

SECTION A. SALARY – (Contracted/hourly employees not included)

Complete this section only for expenses that will be invoiced to the contract. Percentage of salary charged to contract must correlate to the actual percentage of time worked in the program.

(A)	(B)	(C)	(D) (B*C=D)	(E)	(F)
NAME POSITION/TITLE	ANNUAL SALARY from all sources (Fringe not included)	% OF TIME ALLOCATED TO PROGRAM	ALLOCATED ANNUAL SALARY AMOUNT TO PROGRAM	BUDGET PERIOD SALARY	BUDGET PERIOD MATCH
SECTION A. TOTAL					

SECTION B. Fringe Note: Itemize the fringe benefits for each position listed. Fringe benefits are not included in gross salary.

Position/Title	Retirement	Insurance	FICA	UI	Workers Comp	Other (Details)	% To Contract	Contract Budget Period	Budget Period Match
SECTION B. TOTAL									

* Place % allocation used under/top to determine benefit amount under each category heading*

* **Note: Life Insurance cannot be included in the budget**

SECTION C. TRAVEL EXPENSES

Complete this section only for expenses identified to the contract. Expenditures for training and travel for contract related purposes as authorized in the contract and in accordance with State of Louisiana Travel Policies and Procedures (**PPM 49**) unless otherwise stated in the contract such as, registration fees, mileage, meals, lodging, etc.

LINE ITEM	BUDGET PERIOD TOTAL	BUDGET PERIOD MATCH
<i>CONFERENCE TRAVEL (Enter Details)</i>		
<i>ROUTINE TRAVEL (Enter Details)</i>		
<i>OTHER (Enter Details)</i>		
SECTION C. TOTAL		

SECTION D. OPERATING EXPENSES

Expenditures, other than personal or professional services, required in the operation of the contract. Operating services include, but are not limited to, expenditures such as advertising, utilities, telephone services, printing, insurance, maintenance, rentals, dues and subscriptions, and communication services. **A copy of lease agreement should be attached.**

LINE ITEM	BUDGET PERIOD TOTAL	BUDGET PERIOD MATCH
SECTION D. TOTAL		

SECTION E. SUPPLIES

Expenditures for articles and commodities which are consumed, to be consumed, or materially altered when used in the operations of a business. List each type with complete description of item and costs. **Attach a detailed explanation of these charges.**

LINE ITEM	BUDGET PERIOD TOTAL	BUDGET PERIOD MATCH
SECTION E. TOTAL		

SECTION F. PROFESSIONAL

Expenditures for services provided in specialized or highly technical fields by sources outside of the contractor. Professional services include accounting and auditing, management consulting, engineering and architectural, legal, medical, and dental. **(Subcontracts and non-salaried personnel should be included in this section.)**

CHARGE (be specific)	BUDGET PERIOD TOTAL	BUDGET PERIOD MATCH
SECTION F. TOTAL		

SECTION G. OTHER CHARGES

Complete this section only for expenses identified to the contract. Include expenditures peculiar to a contractor and not otherwise chargeable to another expenditure category. Expenditures for other charges must be identified and approved in the contract and budget documents. **Please explain in details each line item request.**

LINE ITEM	BUDGET PERIOD TOTAL	BUDGET PERIOD MATCH
SECTION G. TOTAL		

SECTION H. EQUIPMENT

Complete this section only for expenses identified to the contract. Include tangible assets purchased for use in the operations of an office such as, office machines and furniture. Cost would include purchase price, delivery charges, taxes, and other purchase related costs. Equipment is defined as any item of value and/or has a useful life of more than one (1) year. The value of equipment is defined by the user agency and funding source. **Contractor’s required to obtain prior written approval from DCFS before making purchases.**

LINE ITEM	BUDGET PERIOD TOTAL	BUDGET PERIOD MATCH
SECTION H. TOTAL		

SECTION I. INDIRECT COST

Complete this section only for expenses identified to the contract. Indirect costs should be no more than the agreed on budgeted amount. **Attach a copy of the contractor’s approved indirect rate agreement or rate plan.**

LINE ITEM	BUDGET PERIOD TOTAL	BUDGET PERIOD MATCH
SECTION I. TOTAL		

BUDGET ITEM	BUDGET PERIOD TOTAL	CONTRACT TOTAL	BUDGET PERIOD MATCH TOTAL
Section A Salary			
Section B Fringe			
Section C Travel Expense			
Section D Operating			
Section E Supplies			
Section F Professional			
Section G Other Charges			
Section H Equipment			
Section I Indirect Cost			
TOTAL			

Budget reflects entire cost of services. Contractor is responsible for all cost incurred which are not agreed upon for providing services through this contract.

THIS AGREEMENT CONTAINS OR HAS ATTACHED HERETO ALL THE TERMS AND CONDITIONS AGREED UPON BY THE CONTRACTING PARTIES. ALL PARTIES CERTIFY THAT THEY HAVE REVIEWED THE INFORMATION AND ARE AUTHORIZED TO ACT ON BEHALF OF THE RESPECTIVE AGENCY.

 Contractor Name and Title

 Date

 DCFS Program Manager

 Date

Or

 DCFS Program Director

 Date

BOARD RESOLUTION FOR STATE CONTRACT PROVIDERS

State of Louisiana

Parish of _____

On the _____ day of _____, 20_____, at a meeting of the Board of Directors of _____, with a quorum of the directors present, the following business was conducted:

It was duly moved and seconded that the following resolution be adopted:

BE IT RESOLVED that the Board of Directors of the above corporation do hereby authorize _____ (name and title) and his/her successors in office to negotiate terms and conditions that he/she may deem advisable, contract(s) with the Louisiana Department of Children and Family Service and to bind this organization to execute said documents on behalf of the corporation, and further we do hereby give him/her the power and authority to do all things necessary to implement, maintain, and/or review said documents.

The above resolution was passed by a majority of those present and voting in accordance with the by-laws and articles of incorporation.

I certify that the above and foregoing constitutes a true and correct copy of a part of the minutes of the meeting of the Board of Directors of _____ held on the _____ Day of _____, 20_____.

Secretary

Date