

**STATE OF OREGON
Department of Human Services
Erinn Kelley-Siel, Director**

**Social Services Block Grant
(SSBG)**

**Report of Intended Use For
Federal Fiscal Year 2013**

**For Time Period Beginning
October 1, 2012 to September 30, 2013**

and

**Post Expenditure Report of Use
For Federal Fiscal Year 2011**

**For the Time Period Covering
October 1, 2010 to September 30, 2011**

**Submitted to
Children's Bureau
Administration for Children and Families
Department of Health and Human Services**

May 2012

**DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES BLOCK GRANT**

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DEPARTMENT OF HUMAN SERVICES PROGRAM DESCRIPTION

Use of Social Services Block Grant (SSBG) Funding in Oregon

On January 4, 1975, Title XX of the Social Security Act authorized an entitlement to States for providing social services. Title XX gave States increased flexibility to offer a wider range of services to a broader population of adults and children. The statute also included requirements for planning; public participation, income eligibility, and administration. In 1981, Congress amended Title XX to establish the SSBG program. States determine what services are provided, the eligible populations, the locations in which each service is provided, and whether the services are provided by State or local agency staff or through grants or contracts.

SSBG funds are allocated to States as block grants, based on State population, to support the delivery of social services. The SSBG encourages each State to furnish services directed at five statutory goals:

- Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency;
- Achieving or maintaining self-sufficiency, including reduction or prevention of dependency;
- Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interests, or preserving, rehabilitating or reuniting families;
- Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care or other forms of less intensive care; and
- Securing referral or admission for institutional care when other forms of care are not appropriate or providing services to individuals in institutions.

By federal law, SSBG funds must be administered by the same state agency that administers child welfare and foster care/adoption programs. In Oregon, the designated state agency is the Department of Human Services (DHS).

The Oregon Legislature has consistently used SSBG funds to support DHS budget-based programs that would have otherwise been funded with state general funds. To simplify the accounting and reporting procedures within the department, in 1990 DHS began allocating all SSBG funds to its Child Welfare division. SSBG is one of many federal and other (non-state) funding sources that support its Legislatively Approved Budget.

DHS has an intricate accounting system that preserves state funds by charging every possible cost to federal categorical entitlement funding sources. Expenditures that are not eligible for categorical reimbursement are analyzed and charged to the least flexible funding source for which it is an allowable cost. Finally, SSBG and state general funds are used to pay any remaining costs. While this method achieves the highest level of federal funding, it also makes it difficult to estimate where SSBG ultimately will be spent. Only expenditures which are allowable costs under the SSBG federal program requirements are applied to SSBG funding.

Services funded with SSBG are described on the following pages.

DEPARTMENT OF HUMAN SERVICES PROGRAM DESCRIPTION

Service: In-home Safety and Reunification Services
(Formerly Family-Based Services)

Purpose: In-Home Safety and Reunification Services (ISRS) program is designed to provide for the immediate safety of children at risk of maltreatment by managing the safety threats within the family, or when children have been placed in protective custody, to help them return home with intensive in-home services.

Objective: Increase the safety of children in the family home when documented Safety Threats exist.

Activities/Services:

The ISRS program provides a combination of concrete safety and strengths-based change services that will lead to lasting safety changes within the home. Services are designed to protect children, stabilize the family and assist parents in establishing linkages to formal, informal, and natural supports and resources so that a child can remain safely with his/her family without further intervention of the Oregon Child Welfare Program. The opportunity for lasting change is improved when parents develop skills to advocate for their family and meet their child's individual needs for safety.

Providers are expected to describe a model for working with minority cultural groups disproportionately represented in the child welfare population.

Program Description:

The ISRS Program is designed to compliment the Oregon Safety Model to insure services are change-based and address safety issues for families referred during the Child Protective Services (CPS) assessment or when planning for family reunification. During the ISRS program intervention, the assigned caseworker and Provider will work with the family to provide child safety, stabilize and improve parental protection of children, and help families access necessary formal/informal community resources and supports.

The following chart outlines the purpose and differences for both Safety and Change services.

| Safety Services: | Change Services: |
|--|--|
| The purpose is to control. | The purpose is to change behaviors. |
| Safety Services are limited to controlling impending danger threats. | ISRS Services are put in place following provider assessment and when the family is ready. |
| Activity and services are dense which means there are a number of things going on frequently. | Activity and services focus on lasting behavioral change. |
| The safety services must have an immediate effect. This means the moment they are set in place. | Change services build on existing protective capacity of the Parents. |
| The safety service provider's role and responsibility in the ongoing safety plan is exact and focused on safety threats. | The change service provider's role and responsibility vary according to client need. |

Safety Services

Services are expected to be delivered in the family's home and provided when family members are at home and most likely to impact child safety. This may include early morning, meal times and bedtimes.

The range of services will be flexible to meet client needs. Highly skilled intensive services can be used initially to resolve the initial child safety crisis and to maintain family stability. Services can then evolve to less concentrated reinforcement and follow-up sessions.

The DHS protective action or safety plan will outline the safety services and conditions designed to control a safety threat through in-home observation, supervision and specific intervention. These conditions will be confirmed by the Safety Services Provider on each contact with referred families.

During initial contact, the Provider will work with the family to develop plans and services to improve child safety, stabilize functioning and access necessary formal, informal and community resources and supports.

The ISRS provider is expected to provide safety services, in whole or in part, that have been identified in the Department's Protective Action or In-home Safety Plan. These plans will identify safety services that will have immediate impact with respect to controlling identified safety threats and will not use a parent or caregiver who is the alleged perpetrator of physical abuse, sexual abuse or domestic violence to provide protection. Protective Actions or Safety Plans may include the following types of services:

- Supervision and monitoring child safety by direct observation
- Stress reduction
- Basic Parenting Assistance
- Respite Care
- Social/Emotional Support
- Safe Housing Assistance
- Food/Clothing/Basic Needs
- Assistance to access emergency medical, mental health and addiction services as needed
- Stabilization of home environment assuring child's needs for stability and safety from potential abusers and dangerous home conditions
- Monitoring and supporting family managed safety

Change Services

Change Services will utilize interventions with demonstrated effectiveness for improving child safety. When services are initiated before final development of the DHS Case Plan, the Provider will use professional judgment to evaluate and report on parental capacity to protect their children and recommend actions and services to the parents and to DHS which will improve parental care of their children.

Change services may include:

- Crisis Intervention services to address the crisis of disclosure, CPS assessment and concerns when a significant family member leaves the home
- Motivational Interviewing, Collaborative Problem Solving, Cognitive Behavioral Therapy and Parent-Child attachment coaching sessions

Services will utilize the existing protective capacity of caregivers and will assist parents to improve the diminished protective capacities that led to the unsafe

condition. Services will help parents build additional problem solving skills to eventually become self-sufficient, including problem solving to access needed community services and supports.

Services will help parents develop empathy for their child's experience and help the child contribute to his/her solutions. Services will also help parents identify strategies for predictable problems relating to child behavior, child safety, depression, mood stabilization and other adult relationships.

Implementation:

Referrals for placement prevention will occur when the home is calm and stable enough for ISRS services to take place. The following standards in Oregon Administrative Rules help define the criteria for these decisions and for returning children to their homes:

413-015-0435 Establish a Protective Action

Typically a protective action will include a straightforward immediately achievable arrangement such as: arranging and confirming that the parent or caregiver who is the alleged perpetrator will leave and remain away from the home; arranging for a parent or caregiver who is not the alleged perpetrator to leave home with the child; using people and resources available to the family to immediately protect the child; or placing the child in a relative placement, foster care, or appropriate temporary shelter facility.

413-040-0009 Requirements for Conditions for Return

- (1) The caseworker must determine the conditions that must exist prior to the return of the *child* to a *parent* or legal guardian.
- (2) The *conditions for return* are documented in the *case plan* and must describe:
 - (a) The specific behaviors, conditions or circumstances that must exist before the Department may develop an in-home *ongoing safety plan* that assures a child's safety, as described in OAR 413-015-0450(2)(b)(A)(i) - (iii); and
 - (b) The actions, services and time requirements of all participants in the in-home *ongoing safety plan*.

Progress to Date: April 30, 2012:

Our current budget request includes the following description for the Oregon Legislature. The funding request for State Fiscal Year 2013-15, without Cost of

Living adjustments, is: **\$14,497,985**. The current budget is a mix of State and Federal funds (approximately 50/50). Social Service Block Grant and IV-B, subpart 2 federal funds are currently utilized.

“In-Home Safety and Reunification Services (ISRS) - The In-Home Safety and Reunification Services model provides culturally and linguistically appropriate service options to families with children who can remain safely in their homes, and/or in their communities, in addition to children and families who can be safely reunited.

The goal of In-Home Safety and Reunification Services are to provide a combination of concrete safety and strengths-based change services that will lead to lasting safety changes within the family’s home. Services are designed to protect children, stabilize the family and assist parents in establishing linkages to formal, informal, and natural supports and resources so that a child can remain safely with his/her family without further intervention of the Oregon child welfare system.

In-Home Safety and Reunification Services support crucial child welfare initiatives to increase the percentage of children who remain safely at home after a child safety threat is identified and decrease length of time that children spend in foster care. ISRS allows for culturally and linguistically appropriate approaches to reduce the disproportionate placement of children of color in foster care as well. Flexibility and targeted services are uniquely adapted for populations overrepresented in child welfare system.”

Program evaluation will be based on successful achievement of outcome expectations as evidenced by DHS and Contractor records of families served reflecting:

1. 10% decrease of initial substitute care placements,
2. 7.5% decrease of founded incidents of abuse and neglect in families served,
3. 20% increase in children exiting foster care, and
4. Reduced disproportionate placement of children of color into foster care.

These expectations represent additional progress above the current placement, re-abuse and reunification rates for children served by the Oregon child welfare system.

Program evaluation will also be based on successful achievement of these service goals as evidenced by DHS and Contractor records reflecting achievement of the Expected Outcomes developed for each family which includes the following:

1. Parents are engaged in services.
2. Parents demonstrate improvements in diminished protective capacities.
3. Parents demonstrate progress towards meeting Expected Outcomes.
4. Parents have access to sufficient community supports and resources to adequately protect and provide for their child.

Due to difficulty producing reports from the newly implemented Oregon SACWIS system (OR-Kids), we are unable to compare outcome data for families and children served at this time.

DEPARTMENT OF HUMAN SERVICES PROGRAM DESCRIPTION

Service: County-Based Services

Purpose: To fund local, community-based preventive programs for at risk children and youth and their families.

Objective: To reduce the risk factors and build resiliency factors associated with juvenile delinquency, teenage pregnancy, drug and alcohol abuse, child abuse and neglect, readiness to learn, poverty, families' ability to care for their own children, and access to child and respite care at the community level through county-based planning and services.

Statutory Goals:

- Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency.
- Achieving or maintaining self-sufficiency, including reduction or prevention of dependency.
- Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interest, or preserving, rehabilitating or reuniting families.

Description:

State government services are prioritized toward achieving benchmarks that serve children and youth at risk. The Oregon Legislature transferred responsibility for children at risk of entering more intensive state services to local county governments. Local planning and service delivery can help overcome access barriers, build community supports and prevent the need for state government intervention.

Description of the Service:

Services may include outreach and assessment, service plan development, crisis intervention, crisis nursery care, respite care and parent support, family counseling and mediation, individual and group counseling, independent living skill training, transitional living services, alcohol and drug abuse intervention, detoxification and juvenile detention, diversion programs and other services defined in the local plans to meet the objectives listed above.

How Services are Delivered:

The Oregon Commission on Children and Families (OCCF)* allocates funds to each county commission based on the number of children aged 0 -17 years old living in that county. Local county commissions on children and families develop a comprehensive service plan to build supports and mitigate risks for children and youth and their families. Specific strategies are developed and prioritized in each plan to achieve the objectives identified above. The county commissions use a competitive process to select service providers best able to achieve identified outcomes. Funding is awarded to providers who utilize the most effective methods of addressing the local county service priorities. While services may vary from county to county, all are outcome-based and designed to build supports that keep children, youth and families from needing more intensive intervention. Examples of services are listed above.

*Note: As outlined in HB 4156, as of July 1, 2012, the State Commission on Children and Families will be abolished. The Social Services Block Grant will be transferred to the Governor's Office under the auspices of the newly-created Youth Development Council (YDC), which serves under the direction of the Oregon Education Investment Board. The YDC will remain with the Governor's Office for one year. After that time, the Youth Development Council will require legislative approval to become its own entity.

"...Section 30 (2)(a) Moneys to be transferred to the Youth Development Council Fund include any moneys from any source that were specifically donated, appropriated, transferred, granted or otherwise provided to fulfill a duty, function or power of the Youth Development Council, including moneys received under the Social Services Block Grant program, moneys received from the Office of Juvenile Justice and Delinquency Prevention, moneys received under the Foster Care Program and the Adoption Assistance Program, moneys received from the Casey Foundation and any other moneys in the State Commission on Children and Families Account designated by the Governor."

Categories of Individuals to be Served:

Children and youth 0 - 17 years old and their families who demonstrate a need for supports and skills to prevent the need for more intensive state services. The need for such support and services may include children, youth and their families who:

- Chronically act out
- Are out of parental control
- Are at-risk of child abuse and neglect
- Have alcohol and drug issues
- Need short-term crisis counseling
- Have a lack of parenting knowledge
- Are non-adjudicated runaway or homeless youth
- Are other categories appropriate for service needs identified in local comprehensive plans

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**DEPARTMENT OF HUMAN SERVICES
PROGRAM DESCRIPTION**

Service: Child Protective Services

Purpose: To assess reports of suspected abuse or neglect and to provide protective services to families and children when the child has been determined to be unsafe.

Objective: To assure the child's welfare and safety through various protective strategies; to maintain family unity, insofar as consistent with the child's safety; to reduce those factors, causes, and stresses which led to abuse or neglect; to support and encourage cognitive, emotional, and behavioral adjustment which results in family maintenance or reunification; and to expedite permanency plans when it is determined that the child cannot safely return home.

Statutory Goals:

- Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency
- Achieving or maintaining self-sufficiency, including reduction or prevention of dependency
- Preventing or remedying neglect, abuse or exploitations of children and adults unable to protect their own interest or preserving, rehabilitating or reuniting families

Activities/Services:

Child Welfare Protective Services include:

- Accepting suspected reports of abuse and neglect and assessing the level of intervention necessary, if any.
- Providing information and making referrals to appropriate community resources.

- Conducting comprehensive assessment of suspected reports of child abuse and neglect by observation, interviews (all children and adults in the household, the perpetrator, all non-custodial legal parents and all other collateral contacts) and coordination with police, district attorney, medical providers and mental health professionals.
- At the conclusion of the comprehensive assessment, the agency is able to clearly articulate the extent of the abuse, the circumstances surrounding the abuse, the child's functioning, the parent's functioning, the adults' functioning and the disciplinary practices in the home allowing a determination to be made regarding if the child is safe or unsafe without the agency's intervention.
- Emergency child placement outside the child's home when it has been determined the child is unsafe without immediate, temporary custody.
- Development of an ongoing safety plan to ensure the child is safe. This includes outlining how each safety threat will be managed for the specific child.
- Providing parent/caregivers with clear conditions for the children's return.

Categories of Individuals to be Served:

- Children who are, or are alleged to be, abused, neglected, exploited or abandoned and their families.

**DEPARTMENT OF HUMAN SERVICES
PROGRAM DESCRIPTION**

Service: Substitute Care

Purpose: To assure protective care and support to children who require 24-hour emergency shelter, foster care, residential care or treatment services due to a child being unsafe in his/her home, or whose behavior is out of the control of the parent/guardian. This may include abuse, neglect, exploitation, abandonment, emotional disturbance and physical or mental disability.

Objective: To improve family capacity to be self-sustaining while creating a safe and permanent living environment for children by providing appropriate substitute care to children removed from their homes and preventing further substitute care placements.

Statutory Goals:

- To provide care, support and protective services for children who are dependent or neglected, who have mental or physical disabilities or who for other reasons are in need of public service.
- To accept any child placed in the Department's custody by a court and provide such services for the child as the Department finds to be necessary.
- All children in the legal custody of the Department who, in the judgment of the Director of Human Services or the authorized representative for the director, are in need of care or treatment services may be placed with any person or family of good standing or any child-caring agency for such services.

Activities/Services:

Services are provided at the following settings: (1) relative caregiver homes, (2) family foster care homes, (3) family shelter homes, (4) professional shelter homes and (5) licensed private child-caring agencies.

Substitute care makes available a variety of purchased and staff provided services. Those provided by the department staff (including volunteers) are:

- Determination of eligibility for service.
- Assessment of family needs.
- Development of case plans.
- Determination of need for and type of care resource.
- Selection of the most appropriate services for the child.
- Recruitment, certification/licensing of foster homes or residential programs.
- Placement and supervision of children in substitute care and residential treatment resources.
- Monitoring of certified families and private child-caring agencies to assure compliance with the administrative rules for certification or licensing.
- Working with family to stabilize a child and family and to strengthen parental protective capacity so that a child can return home.
- Achieve permanency for children in foster care, either by achieving reunification with their parents or establishing guardianship or adoption.
- Complete parent and relative searches for children placed into protective custody.
- Provide intensive casework and supportive services to parents/guardians, child, foster parents.
- Pursue adoption or guardianship planning for children who cannot be returned to parents.
- When case plan is changed to achieve adoption, follow legal process to free children for adoption either through relinquishment or through the court termination of parental rights process via the purchase of attorney services, including miscellaneous case costs for the termination proceedings.
- Match child to adoptive home, prepare child for adoption and make the placement.

Service components purchased through contracts and agreements include:

- Professional Shelter Care including evaluation services.
- Residential treatment services.
- Target Planning and Consultation services for children with multi-handicapping conditions.
- Legal assistance for termination of parental rights cases.

These services include individualized treatment for behavioral and emotionally disturbed children and other specialized activities. These services are delivered in certified family foster homes and licensed private child-caring agencies.

Categories of Individuals to be Served:

- Children who require substitute care and/or treatment services due to abuse or neglect and children whose behavior is out of the control of their parent/guardian.
- Ages 0 through 20.

**DEPARTMENT OF HUMAN SERVICES
PROGRAM DESCRIPTION**

Service: Tribal Social Services Programs

Purpose: Provide effective, culturally relevant social services to Indian children and their families.

Objective: Jointly plan and provide social services to Indian children with Oregon Indian Tribal social service agencies to better meet the social needs of tribal members.

Statutory Goals:

- Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency
- Achieving or maintaining self-sufficiency, including reduction or prevention of dependency

Description:

Geographical, cultural, language and other factors place special barriers to access social services for members of Oregon Indian Tribes. Some tribal members live on reservations and must leave the reservation to seek out state services, often at great distances. Where services are more readily available, they may not be culturally relevant or sensitive to the needs of Indians and require special program planning. Additionally, Tribal social service agencies often do not have adequate funding to provide the accessible, appropriate and culturally relevant services needed by members of their Tribes.

Activities/Services:

Description of Service:

To provide social services to children of Oregon Indian Tribes, various Tribal social service agencies and/or Councils to perform a needs assessment; and to develop, plan and deliver services to target populations within their Tribes with the assistance of DHS. Services include youth advocacy; delinquency prevention; alcohol and drug abuse treatment; family and mental health counseling; day care

services; parent and foster parent training; child protective services and emergency placements; short-term, intensive residential care; and provision of culturally relevant child welfare related employee training.

How Services Are Delivered:

Program planning for individual Tribes occurs jointly between the social services agencies associated with each Tribe and/or Tribal Council and DHS. Services are provided directly by the Tribal agency or purchased on contract. DHS awards SSBG funds to Tribes based on inter-governmental agreements.

Categories of Children to be Served:

Indian children and youth, ages 0 - 18.

**DEPARTMENT OF HUMAN SERVICES
PROGRAM DESCRIPTION**

Service: Adoption Services

Purpose: To find legal, permanent homes for children whose birth families are unable to care for them through the belief that a family is the best place for a child to grow up, that children should be freed for adoption as expeditiously as possible when it is the identified permanent plan, that selection of an adoptive family should be focused on the child's needs, and that a well-planned adoption provides the foundation for enduring, stable homes for adoptive children.

Objective: To secure appropriate, permanent homes for children who are legally free for adoption.

Statutory Goal:

- Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interest or preserving, rehabilitating or reuniting families.

Activities/Services:

Child welfare operates a comprehensive program for the placement of children who are in the permanent custody of the State. When adoption planning is identified as a goal for a child, the Department takes steps to legally free and place the child. A child is free for adoption when DHS has full legal custody gained through either voluntary relinquishment by parents or court action terminating parental rights.

Adoption services include:

- Determining appropriateness of making a child legally free for the purpose of adoption, and casework and court activity to secure this status for children.
- Acceptance of permanent custody of children for the purpose of adoption.

- Recruitment and selection of potential adoptive homes that best meet the special needs of children leaving foster care for permanency through adoption.
- Placement of children into adoptive homes.
- Supervision of the placements pending the filing of a legal adoption.
- Services are provided by DHS field staff, contracted licensed adoption agencies, adoption exchanges and federally funded projects.

Child welfare administers an Adoption Assistance Program for eligible children. Eligible children are those identified as having special needs that can include a documented medical, physical, mental, emotional or disabling condition; children with a documented history of abuse or neglect; or a child who is a member of a sibling group or a specified ethnic, racial or cultural minority group. The Adoption Assistance Program includes special payments for non-recurring expenses, monthly maintenance payments, and/or eligibility for medical coverage through Medicaid.

Child welfare maintains a central record of all adoptions in Oregon of children under age 18. This information is used as the source of vital statistics for adoptions in Oregon and provides information essential to the Voluntary Adoption Registry.

Child welfare operates a Voluntary Adoption Registry which provides a method for birth parents of an adoptee, adult adoptees (over age 18), adult genetic brother or sister of an adoptee, adoptive parents of a deceased adoptee, adult brother or sister of deceased birth parents of an adoptee to contact each other if all parties involved desire. The registry allows DHS to provide both "identifying" and "non-identifying" information to registered individuals. Identifying information is limited to the names and addresses of registered individuals. This information may be given out when the adoptee and one of the other parties have registered for the service. Non-identifying information is information that excludes the names and addresses of registered individuals. It generally deals with data about genetic, health and social history concerning the adoptee, adoptive parents, birth parents, and/or members of the birth parents' family.

Child welfare manages placement of foster children for the purpose of adoption with relatives in another country in compliance with The Hague Convention and the Federal Intercountry Adoption Act.

Child welfare is an independent adoption program. An independent adoption is one for whom consent to the adoption is given directly from the birth parents to a

petitioner. Adoptive petitioners are often located through the efforts of physicians, attorneys, friends or church groups who do not take legal custody of the child. Relative and stepparent adoptions are considered independent adoptions. DHS provides an administrative role in all independent adoptions which includes evaluating the petition and other paperwork for completeness, waiving of home studies and placement reports when allowed, assigning home studies and post placement reports when necessary, and waiving the waiting period when all documents are received and determined complete.

Categories of Individuals to be Served:

- Children in permanent custody of child welfare for the purpose of adoption.
- Children who are the subject of an independent adoption petition.
- Children who are partially legally free (legal risk) for the purpose of adoption.
- Children who are in permanent custody of another state and are placed for adoption in Oregon.
- Adult adoptees and certain members of their birth families.
- Special needs children placed for adoption by child welfare or a private licensed agency.
- Potential adoptive families.

DEPARTMENT OF HUMAN SERVICES PROGRAM DESCRIPTION

Service: Legal Assistance Services

Purpose: To obtain and provide specific legal services for adoption cases.

Objective: When appropriate, termination of parental rights and/or relinquishment of parental rights to children.

Statutory Goal:

- Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interest or preserving, rehabilitating, or reuniting families.

Activities/Services:

- Legal Assistance Services are part of the services provided by the DHS Adoption Program.
- Legal services are purchased from the Oregon Department of Justice and the Multnomah County District Attorney's Office for processing, filing and prosecuting termination of parental rights to children for whom termination of parental rights is appropriate under Oregon law.
- Legal consultation and training for child welfare employees for the purpose of freeing and placing children for adoption is a primary role of the Legal Assistance staff in the Adoption Program.
- DHS pays for publication of summons for termination of parental rights hearings, process server fees and expert witness fees when the DHS case is presented by the Department of Justice.
- Mediation services are purchased from trained child welfare mediators through the Adoption Program for adoption cases. Mediation is conducted between the birth parent(s) and the selected adoptive parent(s) in an effort to develop an agreement for post adoption communication or contact. Other birth relatives and/or the child being adopted may also be involved in the

mediation as appropriate. This mediation can occur at any point after an adoptive placement is selected and at any point in the process of legally freeing the child for adoption and up until the adoption finalization. These mediated agreements are legally binding in Oregon when the judge finalizing the adoption approves and incorporates the agreement into the final judgment of adoption.

Categories of Individuals to be Served:

- Children for whom DHS is actively planning adoption.
- Biological parents of the above children.
- Potential adoptive parents.

Distribution of the Social Services Block Grant Report

DHS has historically placed a public notice in the largest paper in the state, the *Oregonian*, under the public notice section. Due to the lack of response and ineffectiveness of this past practice, DHS has developed alternative ways to distribute the SSBG report. This report will be distributed to all interested parties by direct mailing. A copy of this report will be placed on the DHS website, and stakeholders such as the Oregon Commission on Children and Families, the Citizen Review Board, the Tribes of Oregon, and other human service providers will be sent a copy. Below is a list of stakeholders and interested parties who requested or were sent a copy of the SSBG report during the last twelve months, or who will be sent a copy of this report.

Record of Distribution of SSBG FY 2013 Proposed SSBG state plan:

Marsha Werner – DC
Lynwood McDaniel – DC
Terry Cross – NICWA
Brenda Brooks – OCCF
Angela Sherbo – JRP
Shary Mason – OJD
Erinn Kelley-Siel – DHS
Michael Serice – DHS
Angela Long – DHS
Rick Acevedo - DHS Director's Office
Kevin George – DHS
Sherril Kuhns – DHS
Dana Ainam – Confederated Tribes of Grand Ronde
Michelle Bradach – Burns Paiute Tribe
Morgan Gaines – Confederated Tribes of Coos, Lower Umpqua & Siuslaw Indians
Rebecca Williams - Confederated Tribes of Siletz Indians
Marvin Garcia – The Klamath Tribes
Rhonda Malone – Cow Creek Band of Umpqua Indians
Alan Humphrey – Confederated Tribes of the Umatilla Indian Reservation
Ron Hager – Confederated Tribes of Warm Springs
Yvonne Livingstone – Coquille Indian Tribe

REPORT OF INTENDED USE
Federal Fiscal Year 2013

For Time Period Beginning
October 1, 2012 to September 30, 2013

SOCIAL SERVICES BLOCK GRANT (SSBG) PRE-EXPENDITURE REPORT

P A. Estimated Expenditures and Proposed Provision Method

OMB NO.: 0970-0234

EXPIRATION DATE: 06/30/2014

| | | |
|---|---|--------------------------------|
| STATE: Oregon | FISCAL YEAR: 2013 | REPORT PERIOD: 10/01/2012-9/30 |
| Contact Person: Sherril Kuhns | Phone Number: 503-945-6679 | |
| Title: Manager, Federal Compliance Unit | E-Mail Address: Sherril.Kuhns@state.or.us | |
| Agency: Department of Human Services | Submission Date: May 31, 2012 | |

| Service Supported with SSBG Expenditures | SSBG Expenditures | | Expenditures of All Other Federal, State and Local funds** | Total Expenditures | Provision Method | |
|--|-------------------|------------------------------|--|--------------------|------------------|---------|
| | SSBG Allocation | Funds transferred into SSBG* | | | Public | Private |
| 1 Adoption Services | | | | | | |
| 2 Case Management | | | | | | |
| 3 Congregate Meals | | | | | | |
| 4 Counseling Services | | | | | | |
| 5 Day Care--Adults | | | | | | |
| 6 Day Care--Children | | | | | | |
| 7 Education and Training Services | | | | | | |
| 8 Employment Services | | | | | | |
| 9 Family Planning Services | | | | | | |
| 10 Foster Care Services--Adults | | | | | | |
| 11 Foster Care Services--Children | 100,000 | | 64,938,377 | | X | |
| 12 Health-Related Services | | | | | | |
| 13 Home-Based Services | | | | | | |
| 14 Home-Delivered Meals | | | | | | |
| 15 Housing Services | | | | | | |
| 16 Independent/Transitional Living Services | | | | | | |
| 17 Information & Referral | | | | | | |
| 18 Legal Services | | | | | | |
| 19 Pregnancy & Parenting | | | | | | |
| 20 Prevention & Intervention | 13,188,726 | | 10,721,920 | | X | |
| 21 Protective Services--Adults | | | | | | |
| 22 Protective Services--Children | 5,300,000 | | 14,379,116 | | X | |
| 23 Recreation Services | | | | | | |
| 24 Residential Treatment | 500,000 | | 15,472,529 | | X | |
| 25 Special Services--Disabled | | | | | | |
| 26 Special Services--Youth at Risk | | | | | | |
| 27 Substance Abuse Services | | | | | | |
| 28 Transportation | | | | | | |
| 29 Other Services*** | | | | | | |
| 30 SUM OF EXPENDITURES FOR SERVICES | | | | | | |
| 31 Administrative Costs | 1,887,895 | | | | | |
| 32 SUM OF EXPENDITURES FOR SERVICES AND ADMINISTRATIVE COSTS | 20,976,621 | | 105,511,942 | | | |

* From which block grant(s) were these funds transferred?

** Please list the sources of these funds:

*** Please list other services:

SOCIAL SERVICES BLOCK GRANT (SSBG) PRE-EXPENDITURE REPORT

Part B. Estimated Recipients

OMB NO.: 0970-0234

EXPIRATION DATE: 06/30/2014

| |
|-------------------|
| STATE: Oregon |
| FISCAL YEAR: 2013 |

| Service Supported with SSBG Expenditures | Children | Adults | | | Total Adults | Total |
|---|----------|-------------------------------|-----------------------------|-----------------------|--------------|--------|
| | | Adults Age 59 Years & Younger | Adults Age 60 Years & Older | Adults of Unknown Age | | |
| 1 Adoption Services | | | | | | |
| 2 Case Management | | | | | | |
| 3 Congregate Meals | | | | | | |
| 4 Counseling Services | | | | | | |
| 5 Day Care--Adults | | | | | | |
| 6 Day Care--Children | | | | | | |
| 7 Education and Training Services | | | | | | |
| 8 Employment Services | | | | | | |
| 9 Family Planning Services | | | | | | |
| 10 Foster Care Services--Adults | | | | | | |
| 11 Foster Care Services--Children | 8,781 | | | | | 8,781 |
| 12 Health-Related Services | | | | | | |
| 13 Home-Based Services | | | | | | |
| 14 Home-Delivered Meals | | | | | | |
| 15 Housing Services | | | | | | |
| 16 Independent/Transitional Living Services | | | | | | |
| 17 Information & Referral | | | | | | |
| 18 Legal Services | | | | | | |
| 19 Pregnancy & Parenting | | | | | | |
| 20 Prevention & Intervention | 31,816 | | | | | 31,816 |
| 21 Protective Services--Adults | | | | | | |
| 22 Protective Services--Children | 12,083 | | | | | 12,083 |
| 23 Recreation Services | | | | | | |
| 24 Residential Treatment | 571 | | | | | 571 |
| 25 Special Services--Disabled | | | | | | |
| 26 Special Services--Youth at Risk | | | | | | |
| 27 Substance Abuse Services | | | | | | |
| 28 Transportation | | | | | | |
| 29 Other Services*** | | | | | | |
| 30 SUM OF RECIPIENTS OF SERV | 53,251 | | | | | 53,251 |

POST EXPENDITURE REPORT

Federal Fiscal Year 2011

**For Time Period Beginning
October 1, 2010 to September 30, 2011**

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SOCIAL SERVICES BLOCK GRANT (SSBG) POSTEXPENDITURE REPORT

Part 1 Expenditures and Provision Method

OMB NO.: 0970-0234

EXPIRATION DATE: 05/31/2008

| | | |
|---|---|----------------------------------|
| STATE: Oregon | FISCAL YEAR: 2011 | REPORT PERIOD: 10/1/10 - 9/30/11 |
| Contact Person: Sherril Kuhns | Phone Number: 503-945-6679 | |
| Title: Manager, Federal Compliance Unit | E-Mail Address: Sherril.Kuhns@state.or.us | |
| Agency: Department of Human Services | Submission Date: March 31, 2012 | |

| Service Supported with SSBG Expenditures | SSBG Expenditures | | Expenditures of All Other Federal, State and Local funds** | Total Expenditures | Provision Method | |
|--|-------------------|------------------------------|--|--------------------|------------------|---------|
| | SSBG Allocation | Funds transferred into SSBG* | | | Public | Private |
| 1 Adoption Services | | | | | | |
| 2 Case Management | | | | | | |
| 3 Congregate Meals | | | | | | |
| 4 Counseling Services | | | | | | |
| 5 Day Care--Adults | | | | | | |
| 6 Day Care--Children | | | | | | |
| 7 Education and Training Services | | | | | | |
| 8 Employment Services | | | | | | |
| 9 Family Planning Services | | | | | | |
| 10 Foster Care Services--Adults | | | | | | |
| 11 Foster Care Services--Children | 174,332 | | | 174,332 | | |
| 12 Health-Related Services | | | | | | |
| 13 Home-Based Services | | | | | | |
| 14 Home-Delivered Meals | | | | | | |
| 15 Housing Services | | | | | | |
| 16 Independent/Transitional Living Services | | | | | | |
| 17 Information & Referral | | | | | | |
| 18 Legal Services | | | | | | |
| 19 Pregnancy & Parenting | | | | | | |
| 20 Prevention & Intervention | 6,179,718 | | 7,005,984 | 13,185,702 | | |
| 21 Protective Services--Adults | | | | | | |
| 22 Protective Services--Children | 12,029,822 | | 111,954,565 | 123,984,387 | | |
| 23 Recreation Services | | | | | | |
| 24 Residential Treatment | 587,460 | | 17,737,924 | 18,325,384 | | |
| 25 Special Services--Disabled | | | | | | |
| 26 Special Services--Youth at Risk | | | | | | |
| 27 Substance Abuse Services | | | | | | |
| 28 Transportation | | | | | | |
| 29 Other Services*** | | | | | | |
| 30 SUM OF EXPENDITURES FOR SERVICES | | | | | | |
| 31 Administrative Costs | 1,876,286 | | 130,772,171 | 132,648,456 | | |
| 32 SUM OF EXPENDITURES FOR SERVICES AND ADMINISTRATIVE COSTS | 20,847,617 | | 267,470,644 | | | |

* From which block grant(s) were these funds transferred?

** Please list the sources of these funds:

*** Please list other services:

SOCIAL SERVICES BLOCK GRANT (SSBG) POSTEXPENDITURE REPORT

Part B. Recipients

OMB NO.: 0970-0234

EXPIRATION DATE: 05/31/2008

| |
|-------------------|
| STATE: Oregon |
| FISCAL YEAR: 2011 |

| Service Supported with SSBG Expenditures | Children | Adults | | | Total Adults | Total |
|---|----------|-------------------------------|-----------------------------|-----------------------|--------------|--------|
| | | Adults Age 59 Years & Younger | Adults Age 60 Years & Older | Adults of Unknown Age | | |
| 1 Adoption Services | | | | | 0 | - |
| 2 Case Management | | | | | 0 | - |
| 3 Congregate Meals | | | | | 0 | - |
| 4 Counseling Services | | | | | 0 | - |
| 5 Day Care--Adults | | | | | 0 | - |
| 6 Day Care--Children | | | | | 0 | - |
| 7 Education and Training Services | | | | | 0 | - |
| 8 Employment Services | | | | | 0 | - |
| 9 Family Planning Services | | | | | 0 | - |
| 10 Foster Care Services--Adults | | | | | 0 | - |
| 11 Foster Care Services--Children | 13,030 | | | | 0 | 13,030 |
| 12 Health-Related Services | | | | | 0 | - |
| 13 Home-Based Services | | | | | 0 | - |
| 14 Home-Delivered Meals | | | | | 0 | - |
| 15 Housing Services | | | | | 0 | - |
| 16 Independent/Transitional Living Services | | | | | 0 | - |
| 17 Information & Referral | | | | | 0 | - |
| 18 Legal Services | | | | | 0 | - |
| 19 Pregnancy & Parenting | | | | | 0 | - |
| 20 Prevention & Intervention | 32,169 | | | | 0 | 32,169 |
| 21 Protective Services--Adults | | | | | 0 | - |
| 22 Protective Services--Children | 11,557 | | | | 0 | 11,557 |
| 23 Recreation Services | | | | | 0 | - |
| 24 Residential Treatment | 592 | | | | 0 | 592 |
| 25 Special Services--Disabled | | | | | 0 | - |
| 26 Special Services--Youth at Risk | | | | | 0 | - |
| 27 Substance Abuse Services | | | | | 0 | - |
| 28 Transportation | | | | | 0 | - |
| 29 Other Services | | | | | 0 | - |
| 30 SUM OF RECIPIENTS OF SERVICES | 57,348 | 0 | 0 | 0 | 0 | 57,348 |



Oregon

John A. Kitzhaber, MD, Governor

Department of Human Services

Children, Adults and Families

500 Summer St NE, E69

Salem, OR 97301

(503) 945-5600

FAX (503) 373-7032

TTY (503) 945-5896

March 30, 2012

Ms. Marsha Werner
Social Services Program Specialist
Division of State Assistance
Office of Community Services
Administration for Children and Families



Re: Social Services Block Grant FY 2011 Post-Expenditure Report

Last year when completing our pre-expenditure report we determined we would use \$3,371,521 of SSBG funds in Counseling Services. As the year progressed our Budget office chose to move the Counseling Service expenses to another grant. Our actual spending for Residential Treatment was also reduced by \$255,420. These unused funds were spent in Protective Services and Foster Care for children.

Oregon is aware of the new performance measure designed to assist states to more accurately project anticipated expenditures. This performance measure will require better communication between the departments in Oregon, who make financing decisions, to ensure timely and accurate reporting of SSBG expenditures.

Sincerely,

Sherril Kuhns, Manager
Federal Compliance Unit
500 Summer Street NE, E69
Salem, OR 97301-1066
Phone: 503-945-6679

Appendix A

Public Inspection

Public Notice

FFY 2013 Social Services Block Grant (SSBG) Pre-Expenditure Report

The Oregon Department of Human Services (DHS) hereby gives notice of the availability of the “FFY 2013 Social Services Block Grant (SSBG) Pre-Expenditure Report” to the citizens of Oregon for review and comment. The report reflects plans of Oregon Department of Human Services to expend SSBG funds for the 2013 fiscal year, October 1, 2012 through September 30, 2013.

This notice is given pursuant to the requirements of Title XX, Section 2004 of the Social Security Act (as enacted in the Omnibus Budget Reconciliation Act of 1981 [P.L. 97-35] and codified at 42 U.S.C. 1397c). Comments regarding this notice will be accepted through July 1, 2012.

Written comments about the FFY 2013 Pre-Expenditure Report may be submitted using the on-line form below, or mailed to:

Department of Human Services
Office of Child Welfare Program
Federal Advocacy & Integrity
500 Summer Street NE
Second Floor, E-69
Salem, OR 97301

A copy of the final and complete FFY 2013 SSBG application and post-expenditure report for FFY 2011 may be obtained through written request to the address listed above or may be accessed through the DHS Internet site on the World Wide Web at: <http://www.oregon.gov/DHS/> later this year.

Appendix B

Certifications

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

Certification Regarding Debarment, Suspension, and Other Responsibility Matters--Primary Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters--Primary Covered Transactions

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the

prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, [[Page.33043]] should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment

under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility an Voluntary Exclusion--Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.



Signature

Title Director

Organization Oregon Department of Human Services

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988: 45 CFR Part 76, Subpart, F. Sections 76.630(c) and (d)(2) and 76.645(a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, SW Washington, DC 20201.

Certification Regarding Drug-Free Workplace Requirements (Instructions for Certification)

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.
2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies.
4. For grantees who are individuals, Alternate II applies.
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplace(s) at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees

in each local unemployment office, performers in concert halls or radio studios).

7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

Controlled substance means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

Criminal drug statute means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

Employee means the employee of a grantee directly engaged in the performance of work under a grant, including:

- (i) All direct charge employees;
- (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and,
- (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Certification Regarding Drug-Free Workplace Requirements Alternate I. (Grantees Other Than Individuals)

The grantee certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

500 Summer Street NE
Salem OR 97301
Marion County

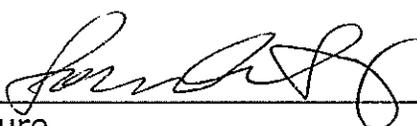
Check if there are workplaces on file that are not identified here.

Alternate II. (Grantees Who Are Individuals)

(a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;

(b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

[55 FR 21690, 21702, May 25, 1990]



Signature

Director

Title
Oregon Department of Human Services

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

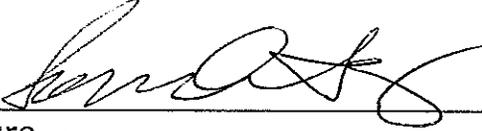
(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United

States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Signature

Director

Title

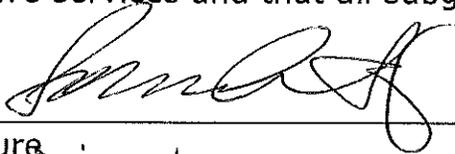
Oregon Department of Human Services

Organization

CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103227, Part C Environmental Tobacco Smoke, also known as the Pro Children Act of 1994, requires that smoking not be permitted in any portion of any indoor facility routinely owned or leased or contracted for by an entity and used routinely or regularly for provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 per day and/or the imposition of an administrative compliance order on the responsible entity. By signing and submitting this application the applicant/grantee certifies that it will comply with the requirements of the Act.

The applicant/grantee further agrees that it will require the language of this certification be included in any subawards which contain provisions for the children's services and that all subgrantees shall certify accordingly.



Signature

Director

Title

Oregon Department of Human Services

Organization

Appendix C

Statewide Single Audit

The State of Oregon Statewide Single Audit Report for the fiscal year ended June 30, 2011 is located at this link:

http://www.sos.state.or.us/audits/pages/state_audits/full/2012/2012-08_post.pdf

