

## **Scope of Work Expected by the Social Services Administration**

### **Under A Maryland Resource Parent Association Grant, FY 2013-2014**

The Maryland Foster Parent Association shall continue to maintain its status as a 501C3 tax exempt non-profit organization. It shall encourage, support and educate local jurisdiction Foster Parent Associations under its umbrella to do the same.

1. The Maryland Foster Parent Association shall maintain a dedicated telephone line which will be answered by a person who can provide general information to public foster parents or those who wish to become public foster parents. Persons answering these calls should have access to names and numbers of significant persons at DHR and in local jurisdictions and should be able to refer when necessary.
2. The Maryland Foster Parent Association shall make arrangements for the attendance of experienced Public Foster Parents at specific events at which they have been requested to participate by the Department of Human Resources to carry out the following functions:
  - Attend Committee Meetings to bring the perspective of a public foster parent to the table;
  - Provide training regarding matters in which public foster parents have specific education or interest;
  - Recruit potential public foster parents at public events;
  - Meet with SSA staff with the purpose of increasing understanding of the values and limitations of each group;
  - Participate in other events as requested by DHR.
3. The Maryland Foster Parent Association shall meet with its Grant monitor frequently but no less than quarterly to present information and documentation related to the Plan of Work presented and the utilization of Grant funds. At least two of the quarterly meetings shall be in person and two may be by conference call.

4. The Maryland Foster Parent Association shall:

- Attempt to engage all public foster parents in its activities;
- Gather and provide information regarding the perspective of Public Resource Parents to the Department of Human Resources when requested;
- Provide a venue for foster parents from jurisdictions across the State to meet and exchange information, views and training.
- Provide and maintain an updated website to which foster parents may go to find information regarding resource parenting, policy, program related activities, the Foster Parent Bill of Rights, etc.;
- Support the Social Services Administration in its Older Youth Initiative by providing information, training and other services;
- Support DHR/SSA in engaging foster parents around issues involving care of youth, including but not limited to ETV aging out access to education Foster Parents Bill of Rights;
- Reimburse its members for the cost of necessary travel at the currently approved state rate, and may also cover member costs for food or lodging at the currently approved rates for those items;
  
- Participate in planning for and fund the State “Foster Parents of the Year” event honoring resource parents chosen by local departments to receive this recognition. It is expected that this event will be held at Government House;
  
- Procure lockboxes for resource parents’ use in securing medicines so they are not accessible to children in foster care. Distribute these lockboxes to resource parents who have not previously received them as part of the Maryland Foster Parent Association’s program.