



Minnesota Department of Human Services

November 8, 2016

Rex Holzemer, Director
Hennepin County Human Services and Public Health Department
300 South 6th Street, A-2303
Minneapolis MN 55487-0233

Director Holzemer:

On behalf of the Minnesota Department of Human Services, I am pleased to inform you that Hennepin County's Family Group Decision Making (FGDM) grant has been awarded for the next calendar year (CY 2017). Funds will be allocated annually, and are available through Title IV-B, subpart 2, of the Social Security Act, to be used for family support, family preservation and family reunification services. Funding is effective upon the date of county board authorization.

These funds are dependent on annual federal allocations, and grant awards may be cancelled by the Minnesota Department of Human Services or the county board of commissioners at any time, with or without cause, upon 30 days written notice. In the event of cancellation, the county shall be entitled to a prorated payment based on the work or services that were satisfactorily performed.

The department has allocated \$319,797 to Hennepin County for FGDM services for CY 2017. Reimbursement for FGDM expenditures cannot exceed the annual CY allocation. There is no carry over of unused funds from one calendar year to another. Each annual grant will be allocated in four quarterly payments. No quarterly disbursement may exceed 25 percent of the total grant award. Marginal use of grant funds will result in future grant reductions or cancellations.

Hennepin County responsibilities

- Grant funds must be used to achieve the goals outlined in the FGDM Request for Proposal announcement in October 17, 2013, *State Register*, and to achieve the goals stated in Sherburne County's grant application, which is incorporated into this grant award by reference.
- The total number of FGDM conferences provided to families for this grant period (CY 2017) must generally reflect at least the same number of FGDM conferences offered in CY 2012 and CY 2013, as specified under the terms of the grant agreement, or by a pro-rated amount if this award is less the CY's 2012 and 2013 conferences.
- A minimum of 25 percent of FGDM conferences shall be implemented early in the life of a case for the purpose of safely maintaining the child or children in their family.
- A minimum non-federal cash match of 25 percent of grant funding is required.

Acceptance of grant funds

- This grant is contingent upon the county board of commissioner's approval and acceptance of the award as documented by a signed Acceptance of Grant Award, which is enclosed. Funds cannot be disbursed without this signed acceptance form (attached).

Evaluation and reporting requirements

- All county staff and subcontractors or partners who have responsibility to implement the county's FGDM grant must communicate with the Minnesota Department of Human Services grant manager regarding development and implementation of appropriate outcomes and evaluation procedures.
- Social Service Information System (SSIS) Bulletin #08-68-15, October 23, 2008, FGDM and the Social Service Information System, provides definitions, requirements and instructions to document FGDM service activity in the SSIS process. SSIS documentation is to be entered immediately after each FGDM conference.
- Fiscal reports must be submitted quarterly according to the SEAGR reporting process, using BRASS code 166 FGDM.
- Counties receiving grants will submit a six-month progress report by July 30, 2017 and an annual FGDM program report by January 31, 2018. A reporting form will be provided to each grantee. The elements of the reporting format include:
 - The number of families served by FGDM.
 - The goal and the percentage of each category of FGDM conferences conducted (family preservation, reunification, permanency, or youth transition to independence.)
 - The goal of dedicating a minimum of 25 percent of FGDM conferences for the purpose of family preservation to safely avoid out-of-home placement will be a priority evaluation outcome measure.

For questions about the grant award, contact Grant Manager Jacalyn Pederson at 651-431-4698 or jacalyn.s.pederson@state.mn.us. All reports, except fiscal, must be sent to the grant manager via email or direct mail at: Minnesota Department of Human Services, Child Safety and Permanency Division, P.O. Box 64943, St Paul, MN 55164-0943.

For questions on financial matters or SEAGR reporting, contact Jamal Abukar, program accountant at 651-431-3740 or Jamal.Abukar@state.mn.us.

Sincerely,



Jamie Sorenson
Director, Child Safety and Permanency

Cc: Jamal Abukar, Program Accountant, Minnesota Department of Human Services
Jacalyn Pederson, FGDM Grant Manager, Children's Safety and Permanency Unit
Mary Doyle, Supervisor, Hennepin County HSPHD

Enclosure

ACCEPTANCE OF FGDM GRANT AWARD 2017

Grant award for the January 1, 2017 through December 31, 2017 Family Group Decision Making grant award available through Title IV-B, subpart 2, of the Social Security Act. Pursuant to Minnesota Statutes, section 256.01, subdivision 2 (a) (6), the Minnesota Department of Human Services is empowered to award grants to Minnesota counties.

Name of county: Hennepin County

County Project Coordinator: Mary Doyle 612-348-2021

It is understood and agreed by the county board that any funds granted pursuant to this grant award extension for the Family Group Decision Making grant award funded through Title IV-B, subpart 2, are to be expended for the purposes set forth in the county award letter dated 12/20/13 as approved by the Commissioner of Human Services and in accordance with applicable laws and rules. The application and grant award letter are both incorporated into this award by reference. Further it is understood that the budgets, expenditures, and program will be subject to periodic review by the Commissioner. If funds are not being used to implement the approved plan and according to the grant award letter, they may be subject to return or future payment deductions in accordance with Minnesota Statutes, section 256.01, subdivision 2. All payment information is included in the incorporated grant award letter. An amended grant award letter will be issued and must be signed in the event any changes are made to the terms of the grant award.

The receipt of grant funds by the county board assures acceptance by the board of the following responsibilities:

1. Utilization of written personnel policies in assigning and compensating project employees.
2. Compliance with Titles VI and VII of the United States Civil Rights Act of 1964, Americans with Disabilities Act, Minnesota Statutes, chapter 363 and the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13.
3. Compliance with Workers Compensation insurance coverage requirements of Minnesota Statutes, section 176.181, subdivision 2.
4. Responsibility for any and all claims or causes of action arising from the performance of this grant to the extent provided for in Minnesota Statutes, section 466.01 - 466.15.
5. Compliance with all applicable federal and state regulations, including, but not limited to, the Single Audit Act (OMB Circular A-133); Debarment and Suspension certifications (45 CFR 92.35) and Federal Cost Principles and Administrative Requirement (OMB Circulars A-87 and A-102).

Signature: _____

Chairperson: _____

Date: _____