



MEMORANDUM

TO: Child Placing Agencies, Office of Provider Management

FROM: Tacia Spooner
Caregiver Recruitment and Retention Unit Interim Director

DATE: 11/21/2023

RE: 2024 AFPAG Conference CPA Caregiver Scholarships and Registration Process

The 51st Annual Adoptive and Foster Parent (AFPAG) Conference will be held in Jekyll Island, GA, February 23-25, 2024. The conference theme is *"Paving The Way For A Better Tomorrow"*. Visit the [AFPAG website](#) to view the conference booklet.

CPA Caregiver Scholarships Recipient Selection

We recognize all caregivers could benefit from this conference, and it has become increasingly difficult to select families. However, we encourage you to utilize a fair and unbiased process when making your selections. Scholarships **should** be extended to caregivers who **have not attended the conference in the past**. We also request that scholarship recipients be supported in identifying and securing respite resources for children in their care.

Caregivers selected for the scholarship should meet the following criteria:

1. Exemplify extraordinary work in partnering with DFCS/CPA (participating on panels, mentoring other foster parents, available for respite, etc.); and
2. Foster parents who would benefit most and are willing to share their knowledge with other caregiver families.

Scholarships are awarded as follows: up to \$1500 for singles and up to \$2000 for couples. A scholarship award letter will be sent under a separate email. Please ensure that each scholarship recipient receives a copy of the award letter.

If selected, the scholarship will reimburse to the supervising CPA travel costs associated with the training such as hotel, mileage and meals not included as part of registration for the primary and secondary parent of the household. ***The conference registration fees are the only costs that will be prepaid by the Division.***



Scholarship Selection Form

The Division will support approximately 21 CPA registrants to attend the 2024 AFPAG Conference. Registration is on a per person basis, and the scholarships are available on a first come, first served basis. No more than two (2) will be awarded to a single CPA site unless unused spaces remain after the registration deadline. Lodging availability becomes limited as the conference date looms closer. Therefore, CPA agencies are encouraged to secure lodging as soon as possible for families selected and pay the costs up front on their behalf.

The scholarship nomination form must be completed at <https://cpacaregovernomination.wufoo.com/forms/zw1vtmk1rpjgpf/> by December 6th. Selected recipients will be notified by December 11th.

CPA AFPAG Scholarships Recipient Conference Registration and Lodging Instructions

Scholarship recipients are responsible for registering for the conference directly with AFPAG. Scholarship recipients must register for the conference using the *2024 AFPAG Conference Attendee Registration Form*. This form can be found within the conference booklet on AFPAG's website. Registration **must be completed and submitted to AFPAG by Friday, December 22, 2023.**

CPA Reimbursement Instructions

If a caregiver is selected for the scholarship, the site contact person listed in the scholarship inquiry form will be notified in writing by December 11th. That official notification must be affixed to the monthly pre-bill statement following the AFPAG conference for reimbursement to be approved. All applicable receipts must be submitted.

***Please Note:** Funding availability cannot be guaranteed for reimbursements submitted beyond May 15th, 2024, due to fiscal year closeout. You are strongly encouraged to submit documentation within 30 days of the conference ending.*

Thank you for partnering with us to ensure foster parents have an opportunity to attend the AFPAG conference. If you have any questions regarding this notification, please contact Dionne.Robertson@dhs.ga.gov. For questions regarding the AFPAG conference, please contact Verdell.Daniels@yahoo.com.

Enclosures

cc:

Shaun Johnson
Glenene Lanier



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