



## MEMORANDUM

TO: Child Placing Agencies

FROM: Candis L. Jones, Director Caregiver Recruitment and Retention

Date: December 26, 2017

RE: 2018 AFPAG Conference CPA Caregiver Scholarships  
Registration Deadline: 01/26/18

The 45th Annual Adoptive and Foster Parent Conference will be held in Jekyll Island, GA on February 23-25, 2018. The Conference theme is *"Bridging the Gap – Partnering to Reconnect Family"*. The following documents will be posted on GA+Score along with this memorandum:

- 2018 AFPAG Education Conference Booklet
- Attendee Registration Form
- 2018 AFPAG Adoptive Parent of the Year Nomination Form
- 2018 AFPAG Foster Parent of the Year Nomination Form
- 2018 AFPAG Case Manager of the Year Nomination Form
- 2018 AFPAG Association of the Excellence Nomination Form

### **CPA Foster Caregiver Scholarships:**

We recognize that all caregivers could benefit from this conference, and selection of families can often be a difficult task at best. However, we encourage you to utilize a fair and unbiased process when making your selections. It is also encouraged that they be extended to caregivers who have not been afforded the opportunity to attend the conference in past two (2) years. We also request that scholarship recipients be supported in identifying and securing respite resources for children in their care.

Foster parents 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.

If selected, the scholarship will reimburse to the supervising CPA all 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 recipients are responsible for making their own hotel reservations and registering for the conference directly with AFPAG. Scholarship recipients must be registered using the *2018 AFPAG Conference Attendee Registration Form*. This form is also PDF-fillable and can be submitted electronically. When you select to email the form from within the document it will be submitted directly to AFPAG for registration. Also, accompanying this memorandum are the nomination forms for the AFPAG Foster Parent, Adoptive Parent, Case Manager, and Association of the year. These forms can also be completed and submitted electronically for your convenience.

### **Scholarship Inquiry Form and CPA Reimbursement Instructions:**

The 50 scholarships are available on a first come, first served basis. No more than four (4) will be awarded to a single CPA site unless unused spaces remain after the registration deadline. Last year, we successfully supported over 40 CPA caregivers to attend the conference, and would like to see increased participation this year. Just as last year, we encourage CPA's to consider covering lodging expenses for the caregivers selected in advance.

The scholarship inquiry form must be completed at <https://crru17.wufoo.com/forms/zzi0w0g0zd7d9m/> by January 26th. If a caregiver is selected for the scholarship, the site contact person listed in the scholarship inquiry form will be notified in writing by January 31<sup>st</sup>. 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 June 1, 2018.

Thank you for your support of this year's AFPAG conference. If you have any questions regarding this notification, please contact me at [candis.jones@dhs.ga.gov](mailto:candis.jones@dhs.ga.gov). If you have any questions regarding the AFPAG conference, please contact [Verdell.Daniels@yahoo.com](mailto:Verdell.Daniels@yahoo.com).

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