



MEMORANDUM

TO: Child Placing Agencies, Office of Provider Management
FROM: Candis L. Jones, Director of Caregiver Recruitment and Retention
Date: November 26, 2018
RE: 2018 AFPAG Conference CPA Caregiver Scholarships
Registration Deadline: 01/16/19

The 46th Annual Adoptive and Foster Parent Conference will be held in Jekyll Island, GA on February 22-24, 2019. The Conference theme is *"Putting the Pieces Together"*. The following documents accompany this memorandum as an attachment:

- 2019 AFPAG Education Conference Booklet

CPA Foster Caregiver Scholarships Recipient Selection:

We recognize how all caregivers could benefit from this conference, and it has proven to become increasingly difficult to select families. However, we encourage you to utilize a fair and unbiased process when making your selections. Scholarships **should first** 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 Selection Form

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 a total of 50 CPA caregivers to attend the conference and would like to see the same participation this year. 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 for the costs up front on their behalf.

The scholarship inquiry form must be completed at <https://crru17.wufoo.com/forms/zzi0w0g0zd7d9m/> by January 16th.

CPA AFPAG Scholarships Recipient Conference Registration and Lodging Instructions:

Scholarship recipients are responsible for making their own hotel reservations and registering for the conference directly with AFPAG. Scholarship recipients must register for the conference using the *2019 AFPAG Conference Attendee Registration Form*. This form is can be found within the AFPAG conference booklet. It must be completed manually and returned as directed in the conference booklet.

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 January 31st. 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 15, 2019 due to fiscal closeout.*

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. If you have any questions regarding the AFPAG conference, please contact Verdell.Daniels@yahoo.com.

cc:

Tammy Reed
Glenene Lanier
Shaun Johnson
Floyd Sloan
Karen Hardy
Camille Harvin