



## MEMORANDUM

TO: Child Placing Agencies, Office of Provider Management  
FROM: DaJari Patterson, *DaJari Patterson*  
Director of Caregiver Recruitment and Retention  
Date: November 1, 2022  
RE: 2023 AFPAG Conference CPA Caregiver Scholarships  
Registration Deadline

The 50<sup>th</sup> Annual Adoptive and Foster Parent Conference will be held in Jekyll Island, GA on February 24-26, 2023. The Conference theme is “*Reminiscing About the Past*”. The following documents accompany this memorandum as an attachment:

- 2023 AFPAG Education Conference Booklet

### **CPA 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.

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 \$2000 for singles and up to \$2500 for couples. A scholarship letter template 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 44 CPA registrants to attend the 2023 AFPAG Conference. Registration is on a per person basis. The 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. 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://crrudirector.wufoo.com/forms/ms1z2wf0l2amdc/> by December 1st. Recipients will be notified by December 9<sup>th</sup>.

**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 *2023 AFPAG Conference Attendee Registration Form*. This form 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 December 9<sup>th</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 May 15<sup>th</sup>, 2023, due to fiscal year closeout. You are strongly encouraged to submit documentation within 30 days of the conference ending.*

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

cc:

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