

PANHANDLE COMPRENEHSIVE YOUTH SERVICES PLAN 2014-2018

APPENDIX E

TRANSITION SERVICES FOR OLDER YOUTH 16-24

FRAMEWORK DOCUMENT

Panhandle Transitional Services for Youth 14-24 Framework Document

Eligibility

Young people age 16-24 who are on their own with no family or guardian stabilizers or supports, including:

1. Youth who are current or former foster youth.
2. Youth who have been in foster care but who are not aging out of the system to receive benefits through LB 216.
3. Youth who have received in-home support services or out of home services from DHHS as a result of abuse or neglect in their lifetime.
4. Youth who have been involved in multiple systems including DHHS, Juvenile Justice, and Mental /Behavioral Health, are not currently in Probation, and have unmet needs or require a single coordinated plan.

Priority Response

In the event that the project is at or near capacity new services for youth will be given the following priority in the numerical order above.

Former Wards from Out of State

Out of state former wards may be fully served by the program as follows:

- Must be a “resident” of the community by having some sort of permanent connections to the community such as being in a relationship, enrolled in college, working, etc.
- There must be an intent/need/desire by the youth to stay here.
- There has to be some established other supports being put in place after a period of time. Youth cannot be solely connected to these resources.

Overview: Success Benchmarks

The benchmarks are the core components of services. Youth are assisted in assessing and obtaining these benchmarks. Youth may choose which services they receive. Youth successfully transitioning into adulthood will have:

Housing:

- Result Indicator: Youth resides in housing that is safe and stable. If independent housing youth has successfully lived in the housing for at least 3 months and can sustain the housing financially).
- Result Indicator: Housing is able to be retained by youth.

Education:

- Result Indicator: Youth has minimally received a GED or High School Diploma at exit from program. We encourage and support youth to aim higher.

Employment:

- Result Indicator: Youth has held a job for 90 days. The aim is that the job has a living wage and support for healthcare.

Daily Living Skills/Resources:

- Result Indicator: Youth has obtained and demonstrated the skills to thrive independently as determined in the individual goals but can generally meet daily living needs including housing, basic needs, and transportation.
- Result Indicator: Youth has developed sufficient “thriving assets” to manage daily living.

Health Care and Mental Health Care:

- Result Indicator: Youth has the capacity to access needed health and mental health resources.
- Result Indicator: Youth understands and places priority on wellness, basic health and needed mental health services.

Permanence and Belonging:

- Result Indicator: Youth has at least three trusted, informal supports that can be relied on in times of crises and positive celebration.
- Result Indicator: Youth has informal supports capable of providing guidance and legitimate supports to meet physical, emotional, and spiritual needs.

Economic Stability:

- Result Indicator: Youth has skills and resources available to meet daily living requirements for ongoing education or work.

Transition Components

1. Youth Council and Youth Leadership

Youth voice is the foundation of the transitional project. The Youth Council has been expanded to include youth from various circumstances and throughout the region. The Youth Council, comprised of youth from all backgrounds, including foster care, provides leadership to this and other youth projects.

The Youth Leadership Institute in conjunction with Western Nebraska Community College provides leadership courses, certificates and service learning projects throughout the Panhandle. The Youth Leadership Institute curriculum includes:

1. **Communication Skills**
 - Basic Written and Oral
 - Electronic Communications

2. **Self Awareness**
 - Personality Traits
 - Life Mapping

3. **Team Building/Relationships**
 - Understanding Boundaries

4. **Decision Making and Goal Setting**

5. **Self- Care**
 - Wellness Practices
 - Drug and Alcohol Education

6. **Community Connections**
 - Service Planning
 - Service Learning
 - Completing Service Learning projects

7. **Diversity**
 - Race, Ethnicity, Culture, Gender, LGBTQ

8. **Global Awareness**

9. **Entrepreneurship**

10. **Youth Adult Partnership Skills (Intergenerational Relationships)**

11. **Life Skills (as required)**
 - Responsible Money Handling/Finances

- Renting
- Employment/ Job Readiness Applications/Resumes
- Interview Skills
- Dress for Success
- Marketing Self
- Nutrition
- Basic Hygiene

2. Opportunity Passport

Opportunity Passport is available to youth who have been DHHS wards in foster care. Opportunity passport includes financial education, coaching and starting an Individual Development Account (IDA). Opportunity Passport Services include:

1. Financial literacy classes and coaching are available to any eligible youth. Financial literacy services include:
 - Financial education and training classes
 - Credit repair and credit repair counseling
 - Individual counseling and supports
2. Creation of an individual development account (IDA) is only available to former foster youth at this time.
 - a. Policies and procedures for the IDA's are available through the Opportunity Passport coordinator.

2.12 Provide Opportunity Passport participant's information to the Nebraska Foster Youth Council regularly; and

2.13 Track participant use of Door Openers and provide related accurate and timely information to the Foundation.

3. Needs Based Funds

The Needs Based Fund is an emergency fund available to youth who are between the ages 16-24, and is a current or former ward with an active case at age 16 or older. Those who are eligible can receive up to a \$500.00 grant available over a 12 month period of time. The Needs Based Fund will cover the following unless there is another resource available:

- Housing = rent, deposit, furniture, appliances, supplies
- Utility bills = electric or water
- Transportation to work or school = vehicle purchase (must have employment and savings to pay for insurance, licensing, and maintenance), bus passes, repairs, insurance, licensing, gas, bicycle
- Food

- Parenting Expenses: food for children, clothing, etc
- Education/vocational trainings/personal development: College classes, GED, computer (for youth in college or other post high school programs), books, supplies (directly for job/educational programs), study abroad program, etc.

4. Service System

Foundations

Services are provided by a youth specialist determined from an interagency team of persons working collaboratively to support youth in meeting their goals. The general parameters of the services are as follows:

- Youth are provided the level of services required for transition to adulthood. For example, some youth may only want (and require) Opportunity Passport Services. Others may require case managed supports in multiple domains.
- Services are a support to the youth and respect self-determination.
- Services are person -centered, strength based, build protective factors and assets, are individualized and promote thriving.
- Services are provided through trauma informed care practices.
- Extensive services, those requiring planning with youth in many domains, may extend to 18 months in duration as long as the youth is engaged, making progress and is eligible by age.
- The youth and youth specialist create a plan based on the needs and interests of the youth
- Stabilizations services are generally more intensive at the onset as the youth housing is stabilized and the youth is engaged through assessment and relationship building with the youth specialist. Up to 10 hours a week may be expended with youth during the first month of the services. By the second through fourth month of services the youth receives an average of six hours per week of one to one contact. To the end of the 12th – 18th month the average is 10- 12 hours per month.
- Aftercare contact is provided to assure independence and thriving. Aftercare averages 5 hours per month for the first few months and decreases to support contacts as desired by the youth.
- Youth may receive access support to an array of services as determined by assessment.
- Youth may also participate in groups, classes, workshops and a Youth Leadership institute to obtain skills and relationships.

PPHHS Sub- Contracts

Panhandle Partnership for Health and Human Services sub-contracts with entities to provide support resources to youth as requested by youth. The following are required for subcontracts:

- Proof of Independent Business or 501-c-3
- Demonstration of Financial Stability (Audit, Accountant Letters, 990)
- Background Checks for all staff who will be unsupervised with youth (Sex Offense, Child/Adult Abuse, State Patrol Criminal, Out of State Criminal)

- Proof of Insurance (Certificate of Liability Insurance) General Liability; \$1M Property Damage, \$2M Aggregate, Workers Comp, \$1M Auto Liability, \$1M Umbrella Excess over Primary

Sub Contracts cover a grant year. Agencies are notified electronically about new youth to be served.

Common Coordinated Screening, Intake, Assessment and Referral Process

No Wrong Door

Services may be accessed through any partner organization in the region. If the youth is new to the services the partner organization will assist the youth in completing the application form and in contacting the Central Navigator for further action.

Central Navigator Role

The Central Navigator role includes:

- Serving as a central access point with youth who referred or self-refer to the program to get them linked to requested services and case management.
- Provide support and communication regarding resources with youth and agencies that are already accessing services.
- Provide transition link for youth from DHHS or eligible youth from Probation.
- Maintaining an updated list of resources
- Tracking data and developing data reports
- Maintain accountability to youth, partners and funders
- Promote the collaborative work of the Panhandle Partnership

Outcome: A referral system, common screening, intake, and assessment processes assure quality equitable service delivery for all youth.

Indicator: A part time service Navigator oversees the referral, eligibility screening, common intake, assessment and allocation of resources to assure fidelity to process, access to needed services and efficient allocation of resources and collection of data.

Indicator: A central referral system provides expedient access to needed services.

Indicator: An effective efficient basic screening process that provides access to needed services for eligible youth within 3 hours of contact.

Indicator: A common Intake process is completed on all youth admitted to the program.

Indicator: Youth have supporting in self-assessing their needs for medical and dental services.

Indicator: Youth have continuous mental/behavioral health care or access to assessments with the provider of their choice.

Array of Youth Support Services

Safe and Stable Housing

Indicator: Youth 16-24 have safe and stable housing.

Emergency and Stabilization Services (first two weeks)

Upon initial contact the first action that is taken, before screening and assessment is to assure the youth immediately has safe housing. Resources, both financial and physical, for “emergency” or “stabilization” housing are extremely limited in the Panhandle. These resources will be increased through use of funds to increase access to:

- Safe Space (use of a group care beds for stabilization if the youth is at risk of harming self or being harmed by others, if the youth is under the age of 18 or if the youth requires observation or assessment.)
- Emergency Host Homes
- Access to motels that meet basic health codes and where youth are safe.

Practice Guidelines:

- Youth under 18 years of age will be placed in supervised housing.
- No youth will be in emergency housing for longer than two weeks.
- All youth in emergency housing will have a youth specialist who will see them at least five times a week.

Long Term (week 2 to 18 months)

Safe and stable housing will remain a priority throughout the rest of the service and is a requirement for successful termination of services. As youth needs are met in this area youth may progress through a series of housing opportunities until the youth is in a long term housing arrangement with the skills and capacity to meet future housing needs. These options may include:

- Transitional Living Planning and Preparation in a group living facility.
- Host Homes primarily with persons who are known to the youth and are found to meet basic health safety requirements.
- Transitional Living apartments
- Independent Living apartments
- College Dorms

Regional resources will be braided to provide this array of services. These resources include but are not limited to:

- Supportive Services for Rural Homeless Youth- Housing
- Housing Vouchers
- HUD Funded Housing
- Sunrise Community Services (Chadron)

Support Services:

Indicator: Youth 16-24 have access to an array of formal and informal supportive services which enhance protective factors and thriving indicators.

In addition to the Medical, Dental and Mental Health services reported earlier youth may receive a number of individualized support services as needed and based on the youth plan outcomes. These services may include but not be limited to:

- Transitional Living Housing
- Apartment Rental Down Payment Support
- Utilities/Deposits Support
- Emergency Support for Utilities and Rent under extenuating circumstances
- Obtaining Drivers Licenses
- Credit Recovery
- Financial Education
- Basic Living Skills and Supports
- Educational Supports and Counseling through
- Pre –Employment and Employment Skills
- Employment Coaching and Supports
- Entrepreneurship

A list of service fees is found in Schedule A. In addition there are many existing services which will be accessible to the youth and will not be duplicated.

4 ADMINISTRATIVE STRUCTURE

Project Management (Contract)

PPHHS contracts with an organization to provide the day to day Project Management for youth transitions services. This process assures that funds flow and services are rendered in a timely manner.

Deliverables will include:

- 5.1 Contracting for services
- 5.2 Managing resources to adapt to regional area capacity needs
- 5.3 Review of data and demographics both of those served and those not served to identify system barriers and gaps.
- 5.4 Identification of policies and practices impacting youth success.
- 5.5 Promote system change at the local and state level to improve outcomes for future youth

Continuous Quality Improvement

A Project Oversight Team comprised of youth and representatives from DHHS, Probation, Project Manager and Agency Directors will provide oversight and continuous quality improvement. The group will be chartered through Panhandle Partnership for Health and Human Services and will report to the Board. The functions of this group will include but not be limited to:

- Review of data and demographics both of those served and those not served to identify system barriers and gaps.
- Identification of policies and practices impacting youth success.
- Promote system change at the local and state level to improve outcomes for future youth.

PPHHS Administration

- 7.1 Maintain collaborative relationships between agencies.
- 7.2 PPHHS Board will submit status reports, and financial reports to Nebraska Children and Families Foundation.
- 7.3 PPHHS will maintain all grant communications with NCFE
- 7.4 Coordinate a Project Oversight Team

Please note: Joan Frances time to assure effective implementation of this project is contracted through NCFE.

Schedule A: Fee Structure

The Transitional Youth Funds are accessed after all other resources are utilized. The funds cannot supplant existing agency funds. The following rates are proposed based on current level of payments to provide for services and using DHHS contracts and Probation rates for services as a guide:

Case/Care management /Youth Specialist:

	Range	1.25 hours	A=15%	Travel	
	\$11.00	\$13.50	\$16.87	\$19.40	\$13.50
	\$13.51	\$15.00	\$18.75	\$21.56	\$15.00
	\$15.01	\$16.50	\$20.37	\$23.42	\$16.50
	\$16.51	\$18.00	\$22.50	\$25.87	\$18.00
	\$18.01	\$19.50	\$24.37	\$30.18	\$19.50
	\$19.51	\$22.00	\$27.50	\$32.33	\$22.00
	\$22.01	\$23.50	\$29.37	\$33.77	\$23.50
	\$23.51	\$25.00	\$31	\$35.93	\$25.00
	\$25.01	\$26.50	\$33.12	\$38.08	\$26.50
	\$26.51	\$28.00	\$35.00	\$40.25	\$28.00
	\$28.01	\$30.00	\$37.50	\$43.12	\$30.00
	\$30.01	\$31.50	\$39.37	\$45.27	\$31.50

Mileage for Youth Transportation:

Federal Mileage Rate

This would include mileage to transport youth to appointments, youth leadership events, life skills courses, job searching, or temporary emergency transportation to work and/or school while the youth is developing a longer term transportation plan.

Emergency Hygiene/Food Supplies:

\$100.00

This would include providing youth emergency hygiene and/or food items when they move into their apartment. This would help start the youth in their apartment/host home/other living situation if they are unable to provide for their own initial start-up. This would be a one-time start-up that could be kept on-hand in order to access at any time day or night.

Weekly Grocery/Cleaning Stipend:

\$30/week

This grocery stipend is intended to help a youth provide for basics in their home while they are working toward employment, obtaining food stamps, or other means of groceries. Length of time is determined by the case plan and work with the Youth Specialist/Care Manager. Youth can use the \$30 to purchase food items (not fast food or cooked deli food) that can be prepared in their apartment and/or cleaning supplies for their apartment and/or hygiene items if needed. This stipend is not intended to cover all grocery expenses. Youth are expected to be working toward goals to independence.

Host Home Stipends:

\$400/month

This stipend is paid to a qualified* Host Home Parent when a youth is housed with them. Youth must be provided their own space (bedroom or similar space) and access to all other necessities of the

home. Host Home parent must provide for reasonable requests for transportation from the youth including school (if at all possible) and/or employment. HH Parents must provide food for basic meals and snacks. Youth can also qualify for a grocery/hygiene stipend if needed to assist with their own needs for food and personal items.

* qualified Host Home Parent includes passing applicable back ground checks, completing required training, and working with the Youth Specialist/Care Manager.

* host home reimbursement may be prorated on a daily or weekly basis if the length of stay is less than one month.

Emergency Host Homes:

Host homes used for a short term stay 14-21 days at the most. Stipends are paid to a qualified host home parent on a nightly basis of \$25/night. Same guidelines are used as above.

Apartment Deposits:

This can be deposits used for youth to start on their own in an apartment. This would be approximately \$400/youth. 4-5 youth per/year.

Utility Connection Fees:

Electric/gas deposits must be paid in order for youth to move into their own apartment/house. These cost approximately \$150 per utility.

Mental Health Evaluations:

Negotiated Rates

This service includes providing for youth to receive a mental health evaluation and counseling if they have no other means of payment. This will be coordinated with the Counselor of their choice.

Emergency Physical/Dental Co-Pays:

This service includes providing for the \$20 co-payment for youth to be seen at the CAPWN Health clinic in Scottsbluff or for youth to attend a medical or dental provider in their own community. This would cover the initial cost to receive a basic checkup or physical if youth have no other means of payment available. If the youth is in an outlying area, arrangements will be made with clinics in those communities.

After the initial emergency services youth specialists will work with youth to research insurance possibilities through Medicaid and the insurance exchange. Native American youth specialists will work with youth and their families to assure youth are enrolled through their tribes in order to access insurance. Youth may receive an insurance stipend to offset the cost of insurance as part of their care plan. The capacity to maintain insurance will be a consideration in final termination of services and personal independence.

Employment Services:

- Youth who were not quite ready for an outside job or are having a hard time securing an outside job may receive a stipend to be placed in a “coached” or “mentored” position to gain employment skills.

Educational Support:

- Support may be given to youth to complete Training Courses Fees (WNCC) , College Entrance fees and GED fees as per the care plan.

Uniforms and Materials for Employment

- Up to \$30/youth to help with a uniform or shoes/outfit.