NORTH DAKOTA

FOSTER OR ADOPT

FOSTER & ADOPTIVE PARENT DILIGENT RECRUITMENT & RETENTION

North Dakota — Foster or Adopt

1-833-378-4663

(Full Revision June 2022)
History & Background

North Dakota is committed to recruiting foster and adoptive parents that reflect the racial, ethnic and cultural diversity of the children in out-of-home care. The North Dakota Foster and Adopt Recruitment and Retention State Plan has been operationalized for many years with updates made periodically. In August 2012, North Dakota enhanced the statewide recruitment and retention focus from solely addressing primarily 'general' recruitment efforts to equally addressing both general and targeted recruitment activities. During this time, regional R&R Coalitions were established statewide and required to submit a “Request for Funding” proposal (Attachment 2) which identified general and targeted recruitment activities. The coalitions were directed to analyze their regional data in order to identify gaps and needs in their region and submit their proposal based upon this determination. The amount of recruitment and retention funding made available to each region was determined based on the approximate population of children by region and budget expenditures from previous biennium.

In January 2018, request for funding changed based in the North Dakota legislative bill SB 2206, County Social Service Redesign. This law change wrapped recruitment and retention funding into the legislative bill and funds were distributed to the counties in a similar way as done prior to 2018, but most costs were embedded into the county fiscal formula and not offered as monthly reimbursement within an isolated budget.

In January 2020, the Department engaged in a formal contract with the University of North Dakota Children and Family Services Training Center (CFSTC) to hire a Recruitment Retention Specialist (FPRRS) to lead statewide recruitment and retention efforts. The Recruitment and Retention Specialist was hired and began working in April 2020. The duties of the contract include:

- Engage with the department Children and Family Services (CFS) to develop and maintain the North Dakota Recruitment and Retention plan.
- Engage with community stakeholders to provide information and referral for all incoming foster parent inquiries via website, telephone or inquiries forwarded from other partners.
- Support and inform inquiring individuals of foster care licensing and adoption options.
- Co-facilitate Recruitment and Retention Coalition meetings.
- Co-facilitate the statewide Recruitment and Retention Task Force meetings (annually) to bring together all coalitions into one collective team.
- Provide technical assistance and training as needed.
- Assist in efficient statewide planning to maximize funding.
- Administer statewide recruitment and retention funds.
- Oversee a statewide branding effort to establish a single logo and tag line to facilitate common and cohesive message to increase “brand” awareness and reduce advertising/promotional related costs.
- Research and engage in best practice marketing and advertisement, to develop statewide marketing efforts and establish and maintain social media accounts.
- Collect and document quarterly and annual recruitment and retention data.
- Provide education and awareness related to recruitment and retention, through social media, marketing efforts, bimonthly newsletter articles, developing community partners, and promotional opportunities.
- Survey foster parents to enhance retention efforts and overcome barriers.
- Other duties as determined necessary to carry out the goals of the plan and contract.

In April 2022, the CFS Licensing Unit was implemented. This included the transfer of ND Human Service Zone foster care licensing duties to the ND Department of Human Services - Children and Families Services division. Legislative redesign efforts (SB 2086 (section 26) shifted all duties and local supervision of up to 16 staff to become licensing specialists and coordinators. The CFS Licensing Unit will provide statewide coverage licensing foster homes, engaging in recruitment and retention efforts, identifying shelter and respite care providers, while offering the PRIDE pre-service training to prospective foster parents. The CFS Licensing Unit will also oversee the licensing of Qualified Residential Treatment Programs (QRTP), Supervised Independent Living (SIL), Licensed Child Placing Agencies (LCPA), maternity homes and certified shelter care programs.

CFS Licensing Unit Contact Information:
cfslicensing@nd.gov
Office: 701-328-2322
Toll Free: 1-888-334-1330
Fax: 701-328-0962
**Inquiry Contact Information:**
Information related to foster care and adoption recruitment and retention efforts can be found by accessing the Department of Human Services’ website at: [http://www.nd.gov/dhs/services/childfamily/fostercare/](http://www.nd.gov/dhs/services/childfamily/fostercare/) or by calling the North Dakota Toll Free Recruitment and Retention line at 1-833-FST-HOME or 1-833-378-4663.

Individuals interested in learning more about becoming a foster or adoptive parent can enter their name, address and telephone number, press ‘send’, and the inquiry is sent directly to the Recruitment and Retention Specialist (RRS) at The UND Children and Family Services Training Center (CFSTC). The RRS makes telephone and email contact with the interested individuals immediately. The RRS gathers information about the inquiring family, shares information regarding different levels of care, agencies related to level of care, and licensing and training requirements and process. The RRS and the interested individuals plan which licensing agency(s) to forward their information or to be followed up by the RRS. At the time the interested individuals are ready to move forward, their information gathered by the RRS is forwarded to the identified agency(s).

**ND Provider Task Force**
The ND Foster Care Provider Task Force was created in February 2022. This format offered a platform for NDDHS Children and Family Services to solicit feedback, gain perspective, request assistance on small projects, while engaging subject-matter experts in system change and growth opportunities. The ND Provider Task Force is made up of roughly 20 licensed foster parents and or facility representatives, as well as policy administration with an equal mission to identify challenges and seek change in a meaningful respectful, solution focused manner. The Task force meets every other month and is facilitated by the CFS Licensing Unit.

**ND Recruitment & Retention Work Group**
The ND Statewide Foster and Adopt Recruitment and Retention Work Group was created in April 2020. This format offered a more consistent statewide representation of agency staff and partners and took the place of the historical annual Task Force meeting. Work Group members represent all areas of the state and include individuals from Human Service Zones, Division of Juvenile Services, Tribal Social Services, Licensed Child Placing Agencies (Nexus PATH, Youthworks, AASK, etc), UND Training Center, Children & Family Services, foster and adoptive parent/s. The goal of the work group is to review the R&R state plan, analyze data, address systemic issues for recruitment and retention, while meeting any additional requests of the Department.
Recruitment & Retention Coalitions

The purpose of the Foster and Adopt Recruitment and Retention Coalition is to gather local parties to engage in conversation and support the recruitment and retention of foster parents as well as adoptive families. The statewide goal is to continue to offer education and awareness surrounding the need for families to open their hearts and homes to children in need of safe placement.

Prior to 2020, Coalitions were structured by regional human service center boundaries and made up of various parties. In October 2020, the coalition structure was revised and repurposed to ensure consistency, efficiency and productivity statewide when carrying out the mission of recruitment and retention. Today, North Dakota has four functioning coalitions representing partners and providers from across the state. For more information about the ND coalitions, see ATTACHMENT A.

Statewide Agencies and Service Areas

NDDHS, Children and Family Services Licensing Unit Licensing Specialists are hired to administer the licensing of foster parent homes across the state. At this time, twelve licensing specialists oversee licensure requests statewide, while various authorized licensing agent/s complete the home study process, interview prospective families, complete licensure recommendations, etc. Foster Care Licensing packets are received to the Department from authorized agents including:

- Nexus – PATH
- Tribal Nations
- Youthworks
- Unaccompanied Refugee Minor program

Home Study packets for adoption are received from AASK adoption program. Located on the Department’s web site at: [http://www.nd.gov/dhs/services/childfamily/adoption](http://www.nd.gov/dhs/services/childfamily/adoption). Links are provided to answer questions regarding the process of adoption as well as agency contact information.

ND Children and Family Services Licensing Specialist Coverage Areas

Licensing Specialists are assigned to a service area where they will meet regularly (weekly or every other week) with custodial agencies to discuss new homes, changes to homes, recruitment needs, etc. The service areas offer a primary point of contact, but do not officially require the assigned specialist/s to complete tasks or home studies. The CFS licensing Unit works collaboratively to share areas, cover for one another, etc. as needed.
**Fee Structures**

There are no fees associated with family foster home licensing. The Department of Human Services assumes costs related to fingerprint-based criminal records checks as well as costs related to private well water testing. In addition, any costs related to a physical or psychological exam required by the licensing agency is the responsibility of the licensing agency or the Department of Human Services. (NDAC 75-03-14)

Fees charged to prospective adoptive families by the AASK program are minimal and relate to criminal background checks, an application fee and psychological testing. These costs can be reimbursed to the family if the child they adopt qualifies for an adoption subsidy.

**State Policy Limitations**

ND does not have limitations about who can become a foster parent. The US Supreme Court decision regarding same sex marriage has not and will not have program implications on licensing ND foster homes. Currently, ND does have same-sex couples licensed to provide foster care to children and our state has had same sex couples licensed in the past. Same sex couples may also adopt children from ND foster care.

**Onsite Case Review – CFSR PIP**

North Dakota has one goal of the Performance Improvement Plan (PIP) related to strengthening and reframing the statewide foster and adoptive parent diligent recruitment plan to support the recruitment of families who meet the needs of the children they serve and who reflect the ethnic and racial diversity of children served by the foster care program (CFSR Items 35 and 36). NDDHS made continual efforts throughout the PIP to improve the collaboration with foster and adoption providers, and relative caregivers to increase awareness of available resources or training and to better recruit prospective providers to meet the ongoing needs of North Dakota children in foster care, particularly those with specific behaviors. This has included making a more effective use of social media, newsletters and surveys to obtain feedback and input from foster parents, relative, and adoptive families as to what is working well and where things could be enhanced in order to improve overall satisfaction and retention. NDDHS engaged early in the PIP period with the University of North Dakota CFSTC to offer more online and face-to-face training modules for relative caregivers and providers. The Department, CFSTC, custodial case managers and provider agencies continued to collaborate throughout the PIP to further align training to increase the ability of relative caregivers and providers to manage child behaviors and best meet the needs of children in placement, while creating ICWA resources and training to improve overall ICWA placement preference compliance. Future PIP goals and strategies will be reviewed and managed by the Recruitment and Retention Work Group and acknowledged in the state plan.

March 31, 2021, the PIP ended for North Dakota. Review of the PIP Measurement Plan had goal 5 specific to diligent recruitment. CFS did collaborate with partners early on to implement and begin efforts to redesign the recruitment and retention state plan, to centralize inquiries, efficiently and effectively engage prospective families, survey of caregivers (416 responses) and most recently, since July 2021 we engaged in the formal theory of constraint model to redesign foster care licensing, update the licensing process, paperwork and overall structure.

**Data Systems and Reporting (Foster and Adopt)**

North Dakota has a reporting tool in our data management system, FRAME, to provide a quick glance at foster care demographics. The “Foster Care Demographics Report” is available to all FRAME users and allows access of up-to-date data related to foster youth; i.e. # foster children in each county/Zone, region, age, race, etc. Coalitions can view demographics as specific to their local county or as regional view to determine their needs. Recruitment & Retention Coalitions can view the foster care demographics reports “moment in time” data or in larger timeframes to determine increases, decreases, recruitment strategy updated needed, etc.

**Foster Care Data – June 14, 2022**

The report can be run as a statewide data report or specific to an area. Data below shows the demographic breakdown for children in foster care by age and location.
ND data above represents:

- 1551 children are in foster care today (June 14, 2022) under the custody of one of these three public agencies: ND Human Service Zone (formerly county social services), ND Tribal Nation with a Title IV-E Agreement, or the Division of Juvenile Services (DJS).
- 42% (655) of the children are age 5 and under.
- Race data includes dual races meaning a child is counted in each race category. Tribal IV-E cases are included in our statewide data, attributing to what appears to be an increase in Native American children (49%). Of the 49% of children who identify as Native American, only 28% of the children are under the public custody of a Human Service Zone or DJS.
- ND does not provide foster care services after age 21.

Adoption Specific Details

The AASK program began tracking the time it takes for a family to become active on a caseload after having completed either an inquiry or PRIDE training and are waiting to begin an adoption home assessment. In 2019, preliminary results began to demonstrate at least a 10% reduction in wait times in four of the nine AASK regions and wait times to begin an adoption study decreased in four of the nine areas as well. AASK continued tracking data on adoptive home study wait times, and when wait times for January through March 2022 were compared to the first quarter of tracking (May 2019), there was 38% decrease in overall wait times across the state for families with an identified adoptive child.

- On average, from 2019 to 2022, an overall statewide decrease of 9% was present for families with an identified adoptive child.
- On average, from January 2020 to March 2022, an overall statewide decrease of 27% was present for waiting families (families with no identified adoptive child). The state is committed to continuing to track and impact this number in the future.
- As of April 30, 2022, AASK has completed 106 new approved studies, 19 subsequent approved studies, and 4 updated studies.

Baseline Data and Outcomes

Historically, recruitment and retention coalitions have tracked numbers of homes, inquiries, asked what data is most relative to our work and to create a baseline of data to analyze and compare. In July 2020, Children and Family Services began extracting foster care data from CCWIPS, provider and payment data management system. This change in data analysis altered the view of the data collected and showed ND disparity in data. The chart below represents two different ways of doing day analysis and the new way of monitoring the number of foster homes our state has licensed from each quarter. This shift in data collection offered a variance between quarter 4 and 5 that offers question on the increase/decrease. The data is now being pulled from the 1st day of the quarter (manual extraction) instead of the last day of the quarter (self-reported). This change offers a consistent point in
time, plus the most up to date and completely entered/closed provider list. Since quarter six (962), Children and Family Services is confident in the data analysis and will use this method going forward.

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Provider Types Divided by Quarter

In May 2021, Children and Family Services requested specific data to include a baseline of data to consider for the remainder of the state plan. In May 2022, the data was pulled again for a new 12-month period as comparative analysis. This data tells us that there is consistent volume of clientele in ND foster care.

- Slight increase to TPR cases from FFY 2020 to FFY 2022. 395 (25.5%) of ND children on May 1, 2022 had a TPR order on record.
- Slight increase to children who identify as Native American 44% to 47%. Majority of the children are under the public custody of a ND Tribal Nation and are in our state data set as they are Title IV-E eligible. Only 28% of the children who identify as Native American are under Human Service Zone or DJS custody. Regardless of custodian, the data supports our disproportionality and racial inequities for children in care.
- Same as last year, sibling placement data shows us that over 70% have at least one sibling in care with majority of those children having two or more siblings.
- Same as last year, placement stability reinforced that the average number of placements for the children equal 2, with majority (73%) having one or two placements while 8% of the children in foster care have had more than five placements.
- Clinical conditions were of great interest to the work group. However, it is notably difficult to track these conditions as the data system offers barriers to entering and updating these medical details. When accommodating placement levels of care when comparing medical conditions (diagnosed mental illness, ADD, ADHA, Developmental Disabilities, Emotional Disturbances, Hearing, Speech or Visual Impairments, learning disabilities, etc.) documented for the children; nearly 60% have no medical condition documented, while 38% have one or two conditions documented. It is recognized that this portion of the data in our data management system is likely under-reported as the medical conditions are noting that the difficult to place children represent roughly 3% of the foster care population.
### Foster Care Data Request

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<td>Native American Children</td>
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### Outcomes

The ND Foster and Adopt Recruitment and Retention (R&R) Work Group began discussing the need for revision to the State Plan in spring of 2021. The R&R Work Group identified the priorities for the state plan to include five specific outcomes embracing opportunity to identify placement options for Native American children while increasing “customer service” when engaging families.

**Outcome 1** – ND foster children placed out of home, remain in their home community unless placed with family or identified relatives out of the community.

**Outcome 2** – Sibling groups are placed together.

**Outcome 3** – Providers are available to care for foster children with specialized medical and high behavioral needs.

**Outcome 4** – Providers are available to meet the needs of diversity, representing racial, cultural, and ethnic characteristics of the state’s foster care population.

**Outcome 5** – Providers will not terminate their foster care license due to lack of support, insufficient training or resources to meet the foster child’s needs.

North Dakota did complete foster care licensing redesign effective April 1, 2022. The CFS Licensing Unit and the State Recruitment and Retention Work Group will work to identify ambitious targets and percentages of measurement will be further defined for each outcome. In addition, an exit interview/survey (previously wanted) was created and is being used at this time during renewal and closure of a foster care licensure.
Annual Reporting
The ND Foster and Adopt Recruitment and Retention Coalitions will submit an annual report detailing a reflection of the above outcomes and highlights including:

Coalitions report the most successful sources of targeted and general recruitment were:

- Immediate responsiveness to inquiries from prospective families
- Word of mouth recruitment
- Hosting Special Events: Inquiry meetings, Info booths, parades, presenting to service clubs, etc.
- Community Outreach using publications on pizza boxes, etc.
- Engaging the faith-based community - personal outreach
- Maintaining child-specific recruitment - locating relatives
- Community booth at Home and Garden Show in Grand Forks.
- Participation in community parades Grand Forks, Stanley, Devils Lake, and Bismarck
- Advocacy from foster care case managers
- Educating relatives on benefits of licensure
- Social Media awareness and posts
- Facebook LIVE event
- Advertising through Radio/TV, billboard, community park benches, sporting events
- Provided business cards to foster parents as they are an important connection for recruitment
- Provided reusable tote bags at farmer’s market
- Develop public service announcements
- Participation in “Family Day “at the State Fair
- Including representation from the retail business community, media network and former foster youth to the coalition to expand the recruitment message to more effectively reach targeted areas.
- Train and encourage agency staff to share the recruitment message to external areas of the community with which they are connected such as places of worship, community and civic groups, neighborhood groups and social/recreational area.
- Target recruitment to providers specific to meet the needs of aggressive, sexually acting out, and low functioning foster children.
- Target recruitment for the need of additional Native American families on or near Indian reservations.
- Target recruitment in Native American communities, colleges, or at cultural events such as pow-wows.
- Develop a partnership with the Tribal Colleges to increase awareness of the need for Native American foster homes.
Coalitions report the most successful approach to retain the current licensed providers/families

- Engage in clear and ongoing communication with licensed providers
- Promote, offer and/or enhance foster and adoptive parent support groups
- Provide information, tools, resources to recharge their perspective
- Provide more frequent training for foster parents to best meet their time schedule
- Offer sharing opportunities during training sessions to receive the support
- Offer stipends to seasoned foster parents to mentor new foster parents
- Give recognition awards to foster parents for years of service, ‘above and beyond’ awards
- Give recognition through the simple act of sending a ‘thank you’ card
- Cross agency referrals and supportive collaboration when foster parents move across county lines or between agencies; i.e. PATH and county foster homes

Coalitions report reasons licensed providers/families did not complete their initial licensing process

- Training access to 27 hours for PRIDE, more online options have been made available
- Spouse not on board
- Individual cannot pass the background check
- Individual acknowledges that foster parenting is harder than they thought it would be
- Family schedule is too busy
- Family situation changed – divorce, death, birth of a baby, etc.

Coalitions report reasons licensed providers/families discontinued their foster care license

- Moved out of state
- Adopted the foster child/ren
- Working parents -- schedule of foster child/ren is too cumbersome
- Need more time to focus on current family needs
- Burn out
- Revocation
- CPS report on their own children in their home
- Systems issues (treatment needs, services for child, or frustrated with workers)

Statewide R&R Accomplishments

Children and Family Services Training Center (CFSTC) manages centralized inquiry and developed an inquiry form to manage the intake (Attachment D). CFSTC increased response time and congruency in messaging for overall recruitment. Inquiries moving forward to speak directly with licensing specialists increased and many prospective families comment they had no idea of the multiple licensing options or LPCA’s available in ND. CFSTC reports families return to the process after several months by either having a scheduled contact or by reinviting them to the process through invites to information panels or to reconnect through phone or email.

CFSTC Recruitment and Retention Grant Update

Over the last year, there have been many changes and new additions to the work being done that we are excited to share. First big note is that the position of R&R Specialist was vacant from July through late October 2021. We hired, Carissa Cox, who began in this role on October 29th, 2021. Cox came to the CFSTC with 15+ years of child welfare experience, including prior practice as a Treatment Foster Care Social Worker and most recently a Recruitment & Licensing Specialist for Nexus-PATH.

Tasks completed:

- Created document that outlined details of the R&R Specialist position duties for daily work, weekly, monthly, and quarterly tasks. This assisted in deciphering roles and responsibilities of the position that need to be prioritized going forward to continue to address the recruitment and retention needs for the grant and statewide needs.
- Facilitated the distribution of 100 Art Kits to be donated to foster children, youth, and families served by Turtle Mountain Child Welfare Family Services. The Art Kits were provided by Paper Bridges
- Coalitions completed the "Foster and Adopt Recruitment & Retention Coalition Funding Request" form this past fall. These were reviewed and used as a guide for coalition expenditures over this last year. Please see draft revised form included in this email.
• Assisted in the planning, created the advertisement flyer, and provided payment for a “Historical Trauma”
  training held in Bismarck. There was partnership with NATI and Sacred Pipe Resource Center.
• Both R&R Specialist and CFS Training Center Director were a part of the CFS Licensing Redesign
  Committee and subcommittees.
• R&R Specialist wrote three public service announcements to be used in radio ads and other local published
  marketing for recruitment in western ND.
• R&R Specialist assisted in the creation of a newspaper ad, which highlighted artwork of a licensor’s
  daughter with the message “We Need Homes”. This was published in a northeast ND newspaper as well
  as later on created into a 18x24 poster to be used at events, which was paid for by grant funds.
• Committee formed to work out program for Foster Parent Mentors. Meetings were held and program
  dynamics of past programs were discussed. The R&R Specialist also connected with Alicia Groh for
  research on national mentor programs. A number of new program forms, contracts, and a program
  brochure was created. The Foster Parent Mentor program was offered to the field in June with an official
  launch in July planned.
• Coordination between local Southeast coalition members and the R&R Specialist resulted in an outdoor
  movie night in Broadway Square in Fargo in May as both an appreciation event for current foster parents
  as well as a recruitment event for potential new foster or adoptive homes, featuring the month of May being
  Foster Care Awareness month. The movie “Instant Family” was shown. Food trucks and a number of local
  ND & MN child welfare related agencies had resource booths to highlight the need for foster and adoptive
  homes. The event was advertised with branded flyers on Facebook by CFS Training Center and related
  child welfare agencies.
• Foster Parent Spotlight Facebook template was updated
• Foster parent banquet held in Cass Human Service Zone for their local foster parents where R&R grant
  funds were used to assist with the coverage of cost.
• Inquiry form was transitioned to an online form, which is held on the CFS Training Center website. Inquiries
  continue to be tracked by local licensors as well as CFSTC’s R&R Specialist.
• R&R Specialist has continued to communicate with past inquiries through email and phone calls. Monthly
  emails are sent inviting them to the Virtual Foster Care panels.
• Initial planning began with Chezy, a marketing agency, for video advertising to be created next fiscal year.

Branded materials created/re-branded with new wordmark & distributed as follows:
See attachment E for examples of publications and materials!

Important to note the wordmark was finalized shortly before this year of work began, thus the first re-branded
materials were purchased and distributed over this year. NDDHS Multimedia Specialist, Amanda Johnson, also
assisted in the creation of a number of materials including items for our branded table displays, banners, and other
items such as the stress balls and banners. Many of these items are shown at the bottom of this document for
your reference/use. Branded items include, but not limited to the following:
• R&R Sticker (11,000 ordered): for booths, shake/tea/coffee shops, small group meetings or gatherings,
  church bulletins, pizza boxes, booth events, etc.
• Coloring Activity Sheets & Placements (5,250 ordered in few different styles) with crayon packets: used
  for example at the school Turkey Bingo, local pizza shop, foster care open house community event, etc.
• Frisbees (2,000 ordered)
• Stress balls (4,500 ordered)
• Brochure (3,725 ordered)
• Postcards
• Business cards
• Half-sheet flyer
• 18 Branded Table display sets, which included:
  o Tablecloth
  o Floor Banner
  o Tabletop Banner
  o ND Foster or Adopt Brochure with brochure holders
  o Pens
  o Business cards with card holder
  o Wheeled suitcase for transportation to and from events as well as to be used for storage of materials
- 8-foot folding table
- Generic branded thank you card for use by licensors
- Church flyer
- One-page foster care handout
- 6x3 foot Vinyl banners for CFS Licensing Unit: To be hung by local businesses or at community events, such as used in parades
- Rodeo Flag
- T-shirts: To be worn in local upcoming parade and other community events
- Appreciation gifts:
  - Gift cards: 590 gift cards ordered and mailed to ND state licensed regular foster homes (with the exception of Cass as they held their own appreciation banquet). URM and Youthworks foster homes as well tribal homes for Foster Care Awareness Month.
  - Christmas cards requested by one Human Service Zone to distribute

Inquiries from July 2021-present (06.13.22)
- **Quarter 1:**
  - 65 inquiries responded to by R&R Specialist.
  - 42 inquiries were moved on to licensors or agencies.
  - 8 inquiries were screened out for various reasons.
- **Quarter 2:**
  - 76 inquiries responded to by R&R Specialist.
  - 35 inquiries were moved on to licensors or agencies.
  - 7 inquiries were screened out for various reasons.
- **Quarter 3:**
  - 83 inquiries responded to by R&R Specialist.
  - 35 inquiries were moved on to licensors or agencies.
  - 17 inquiries were screened out for various reasons.
- **Quarter 4:**
  - 156 inquiries responded to as of 6.20.22 by the R&R Specialist

**New Tracking of Inquires began as follows:**

<table>
<thead>
<tr>
<th>2021 R&amp;R Foster and Adoptive Parent Inquiry Data Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Month</td>
</tr>
<tr>
<td>---------------</td>
</tr>
<tr>
<td>January</td>
</tr>
<tr>
<td>February</td>
</tr>
<tr>
<td>March</td>
</tr>
<tr>
<td>April</td>
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<td>May</td>
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<td>June</td>
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<td>September</td>
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<td>October</td>
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<tr>
<td>November</td>
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<tr>
<td>December</td>
</tr>
<tr>
<td>Separate Totals</td>
</tr>
<tr>
<td>Year End Totals</td>
</tr>
</tbody>
</table>
2022 R&R Foster and Adoptive Parent Inquiry Data Totals

<table>
<thead>
<tr>
<th>Month</th>
<th>UND Inquiry</th>
<th>Partner Inquiry</th>
<th>TOTAL</th>
<th>Quarter Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>29</td>
<td>30</td>
<td>59</td>
<td>188</td>
</tr>
<tr>
<td>February</td>
<td>19</td>
<td>28</td>
<td>47</td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>35</td>
<td>47</td>
<td>82</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>51</td>
<td>0</td>
<td>51</td>
<td>157 and counting (As of 06.20.22)</td>
</tr>
<tr>
<td>May</td>
<td>74</td>
<td>0</td>
<td>74</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>32</td>
<td>0</td>
<td>32</td>
<td></td>
</tr>
<tr>
<td>July</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
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<tr>
<td>August</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>September</td>
<td>0</td>
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<td>October</td>
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<tr>
<td>November</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>December</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Separate Totals</td>
<td>208</td>
<td>105</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year End Totals</td>
<td></td>
<td></td>
<td>313</td>
<td></td>
</tr>
</tbody>
</table>

*Important to note inquires to CFS R&R Specialist have increased substantially since March 2022!

Publications:
The R&R Specialist contributed information and resources for the in the following editions of the *Fostering Communication* newsletter:

- August: Shared information on back-to-school struggles, tips for parents to assist a child’s transition to school, and encouraged attendance at the statewide virtual foster parent support group.
- November: highlighted National Adoption Month, featured upcoming Foster Parent Support Group, and formally introduced the new R&R Specialist
- February: main focus was on fostering teens and reiterated offering of monthly Foster Parent panels, Foster Parent Support Sessions, and Education session.
- May: featured National Foster Care Month, including highlights of relative placement and reunification.

Facebook posts continued to reach a large audience with posts ranging from 120 to 6,436 views. Foster Parent Spotlight and the newly featured Adoptive Family post seem to create the largest volume of views. See sample post and spotlight below.

Virtual Events:

- **Foster Parent Panels**
  - Panels held on zoom and advertised on Facebook encouraging those interested in learning more about foster care in North Dakota to attend. The panel consists of a local former foster youth, licensed foster parents, and foster care licensors from new CFS Licensing Unit along with treatment foster care provider, Nexus-PATH. The R&R Specialist facilitates the event and receives technical assistance from a CFS Training Center colleague.
  - Panels restarted after the new R&R Specialist began, resuming in January through present monthly. Sessions are held in the evening from 7:00-8:00pm CST on various nights of the week.
  - Registration has ranged from 7 to 17 with attendance of 4 to 12 as of late. Reminder this event is promoted on Facebook so another positive is having community members view and see that there is a need for fostering in North Dakota, so simply the notion of this being seen is positive advertising. An example of this was the May panel event was viewed by 448 people and in March was over 1,900 for people reached.

- **Support Group & Educational Sessions**
  - New monthly flyer to advertise was created and distributed for both the educational opportunity and foster parent support sessions that is distributed to the Licensing Unit Supervisors (or prior Field
Service Specialists) who then pass along to all licensing agencies within their Coalition areas. CFS Training Center also emails to all foster parents on their list serve. Facilitators for this program changed over with the new year from Sonya Stang to Jen Helm.

- The two support group sessions have continued to be held each month. Education sessions here held in all months with the exception of December, January, and February.
  - Education sessions have included:
    - PASE (Parents are Sex Educators)
    - Protection and Advocacy
    - Finding Joy
    - ND ICPC Process
    - Role of a Zone Case Manager
    - Food and Nutrition for Picky Eaters
    - Independent Living Services
    - Healthy Sleeping Tips for Children

Historical collaborative effort of all R&R Coalitions. Below is a list of successful accomplishments:

- Billboards about foster parenting
- Foster care month – dispersed yard signs, ribbons on trees, etc.
- Hockey arena team sponsors $5 ticket night
- Booths, radio ad, online ad,
- Pizza cutters and flyers sent with each delivery pizza on Super Bowl Sunday
- “Find Your Superpower - Become a Foster Parent” for super bowl Sunday or community activities
- Christmas in the Park light festival display
- Stress ball STARS given to the blood drives
- Movie Theater advertising
- School PTO meetings and school fliers
- Activities at county fairs, advertisements on bus, email on school, ad in school
- Table tents at area restaurants
- Pens in at Pharmacies
- Increased interest in respite and emergency care, helpful short term assistance
- Community Fun Nights – donations, games, activities, etc.
- Good Day Dakota TV media segment,
- Educators Staff Development Days – allowed a booth to help recruit
- Fundraiser Event: 31 Bags as a fundraiser to give each child
- Banners at baseball field
- City banner as advertising
- Facebook Live Introductory Sessions
- Foster parent picnic with door prizes.
- Banquet for foster parent recognition event
- Family Engagement: YMCA passes, pool passes, ball game tickets, zoo passes, pumpkin patch, etc.
- Birthday cards and anniversary cards were mailed to the foster parents
- Annual foster parent appreciation/recognition picnic
- Implementation of support groups.
- Appreciation banquets, picnics, and winter parties in multiple regions
- Foster Parent Mentoring program
- Trauma training
- Grief and loss clinical services to foster / adoptive parents.

Statewide R&R Challenges

ND continues to have discussions about the best way to retain families once they have become a licensed provider. Families have provided various reasons why they choose to discontinue the licensing process or no longer retain their license after duration of time. Foster care providers indicate they cease the licensing process after further reflection of how additional children in their home may disrupt their own children’s schedule, they disclose they have had a change of heart, unexpected marital/family issues have arisen, or the expression that getting too attached to the children would be difficult for their own family when the foster child has to go, etc. Once
licensed, providers who choose to let their license expire or discontinue providing foster care to children state the reasons they no longer remain a foster parent are; adoption of a specific child/ren, family issues, moving, no longer interested, specific license for a child who has exited care, etc.

ND Recruitment and Retention Coalitions have worked with local licensing workers to help educate prospective providers early on regarding the pros and cons of foster parenting, not intending to sway decision making, rather to assist in making an educated choice and commitment. In addition, great effort has been made to offer additional support early on for the new families to assist in answering questions and guiding them through the process of a first placement, expectations, navigating the system, understanding the payment schedule, and knowing it is ok to ask for additional support if it is needed, etc.

**Specific Adoption Recruitment**

The AASK Program completes adoption assessments for all families seeking to adopt a child from foster care in North Dakota, including families identified for specific children being adopted from foster care and for general recruitment adoptive families. In the current fiscal year July 1, 2021 through April 30, 2022 the AASK Program has completed 106 new assessments, 4 updated and 19 subsequent adoption assessments. In this same time frame, AASK has completed 175 child adoption assessments for children whose case plan goal is adoption.

North Dakota has two full time Wendy’s Wonderful Kids (WWK) recruiters. One WWK recruiter is located in eastern ND and the other in western ND. Both have a primary focus on child specific recruitment and have caseloads with a mixture of state custody children and tribal custody children who do not have an identified adoptive option at the point of referral. The AASK program also has appointed a “general recruitment” worker to ensure all children on WWK caseloads have an opportunity to receive child-specific recruitment tactics as well as broader statewide and national recruitment efforts.

North Dakota has an active ND Heart Gallery, which facilitates a web site and photo gallery of waiting children. The photo gallery is transported across the state showcasing professional photographs of each child. ND hosts an annual “gala” where new portraits are unveiled; however, children can be added to the gallery throughout the year. Currently, ND is featuring 11 children in the ND Heart Gallery, with 12 additional children featured who have been potentially matched with prospective adoptive parents. Not every child’s team is supportive of the child’s inclusion in the Heart Gallery, however the option to be featured is provided to all children waiting for a forever family.

North Dakota provides adoption services to Tribal custody children at the request of each Tribe, through the AASK program. The Tribe seeks approval of the State adoption administrator for AASK to provide these services on a case-by-case basis. In the current fiscal year July 1, 2021 through April 30, 2022, AASK has placed 44 children for adoption at the request of the Tribe and has also assisted in the finalization of adoption for 45 children.

**Adoption Call to Action Update**

An expanded team of individuals attended the Washington DC Call to Action Meeting in January 2020. The team included the states adoption manager, foster care manager, a CIP representative, a private agency contract representative (the AASK program) and a representative from a larger local agency (zone director from Grand Forks County Human Service Zone). One strategy implemented as a result was quarterly zone meetings between zone representatives and the AASK program to identify and address case specific barriers to permanency for cases where adoption is a concurrent or primary case plan goal. These quarterly meetings are established and will continue in an effort to bridge any gaps necessary to ensure timely achievement of permanency.

**National Consultation:**

North Dakota received technical assistance in the past from the National Resource Center on the Recruitment and Retention of Foster and Adoptive Parents (NRCRRFAP) and the National Resource Center for Tribes (NRC4Tribes) to gain a foundation and greater knowledge of recruitment and retention strategies focusing on recruiting homes for teens, sibling groups and to increase the pool of Native American families. In 2021, additional national consultation was requested by Adopt US Kids in efforts to support and improve the state’s capacity to recruit resource families and keep families engaged, including using the state’s new recruitment tagline in effective marketing approaches that support the state’s broader recruitment efforts. Adopt US Kids has been provided consultation services, facilitation, and training to build staff capacity and assist the state in developing a strategic recruitment planning that includes approaches for recruiting families, supporting and keeping current families engaged, and leveraging North Dakota’s tagline and any other relevant marketing resources. This consultation
with Adopt US Kids was wonderful and ND was so pleased to receive additional training, technical assistance, support and ideas while revising and redesigning our licensing process and recruitment contract efforts statewide. Consultation continued through May 2022.

North Dakota also participated in a 30-month collaboration with the QIC-AG to evaluate the post permanency services the state is providing for adoptive and guardianship families through ND Post Adopt Network (a contracted post permanency service aligned with the AASK program). This effort included a survey of adoptive and guardian families regarding their need for post permanency services, a systematic review of the services provided by the program, a review of and writing of a new policy manual and other paperwork for the ND Post Adopt Network, and development of screening and case work tools. This TA experience was a positive one that affirmed the good work of the program and strengthened the case work services the program currently provides, while providing a platform for future program development.

**Plans for 2022-2023**

**General recruitment activities:**
- Develop enhanced targeted advertising plan to maximize exposure.
- Utilize statewide branding on promotional items placed strategically in local businesses/events.
- Host foster parent inquiry meetings at public establishments/or in virtual environments.
- Continue to utilize Facebook, Instagram, and Twitter accounts.
- Pursue relationship with community partners who will support recruitment efforts.

**Targeted recruitment activities:**
- Recruit specialized care for specific behavior challenges.
- Recruit for the ND 3%. These cases are the difficult to place cases and some who are under the custody of the Division of Juvenile Services. Targeted and specialized recruitment efforts are warranted to meet the placement needs of the custodians.
- Advertise to recruit for more Native American foster and adoptive parents.
- Create testimonial commercials specific to teens, Native Americans, and sibling groups
- Partner with the ICWA State Partnership grant managed by UND Social Work Dept.

**Retention activities:**
- Provide more frequent training in more than one location to best meet foster/adopt schedules.
- Increase opportunities of online or virtual training.
- Offer sharing opportunities during training sessions to receive the support.
- Expand foster parent mentoring opportunities to match new parents with seasoned parents.
- Give recognition in various ways on multiple platforms
- Provide grief counseling to foster families struggling with placement transition
- Promote and/or enhance foster and adoptive parent support groups, including online or virtual options
- Grow opportunities to provide access to family activities for foster families at reduced cost or free
ATTACHMENT A
Foster and Adopt Recruitment & Retention Coalition Meetings

ND Recruitment/Inquiry Toll Free Line
1-833-FST-HOME or 1-833-378-4663

CFSTC Role: The North Dakota Department of Human Services (NDDHS) Children and Family Services has a fiscal contract with UND Children and Family Services Training Center (CFSTC) to oversee statewide Recruitment and Retention efforts. CFSTC is responsible to accept and communicate with initial inquiries, collect data, participate/co-facilitate coalition meetings to assess and address local needs, manage the statewide R&R budget for fiscal purchases, etc.

Coalition Purpose: The purpose of the Foster and Adopt Recruitment and Retention Coalition is to gather local parties to engage in conversation and support the recruitment and retention of foster parents as well as adoptive families. The statewide goal is to continue to offer education and awareness surrounding the need for families to open their hearts and homes to children in need of safe placement.

Coalitions: North Dakota has four functioning coalitions located statewide; service area varies based on Human Service Zones.

Coalition Schedules: Monthly or Every Other Month?

<table>
<thead>
<tr>
<th>Coalition 1</th>
<th>Coalition 2</th>
<th>Coalition 3</th>
<th>Coalition 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Dates</td>
<td>Third Wed 10:00</td>
<td>Fourth Monday 2:00pm</td>
<td>First Wed 1:00pm (x2)</td>
</tr>
<tr>
<td>Co-Facilitator</td>
<td>Kathy Molland</td>
<td>Jennifer Puppe</td>
<td>Shantel Froelich</td>
</tr>
<tr>
<td>Co-Facilitator</td>
<td>Amber Nix</td>
<td>Barb Reed</td>
<td>Brooke Kosiak</td>
</tr>
<tr>
<td>Minutes</td>
<td>Megan Colbenson</td>
<td></td>
<td>Jennifer Thoreson</td>
</tr>
</tbody>
</table>

Coalition Attendance: Each coalition is inclusive of various agency representatives; CFSTC Recruitment and Retention Specialist, CFS Licensing Unit staff, Human Service Zone, Tribal Social Service office, Nexus PATH, Youthworks, URM, AASK, Division of Juvenile Services (DJS) and Native American Training Institute. These agencies should have at least two participants at each meeting including the agency licensing worker and a supervisor/case manager. In addition, coalitions should secure local business leaders with an interest in advertising, faith-based and volunteer organizations (Churches, Lions Club, Kiwanis, etc.) driven to engage as supports, as well as foster parents and adoptive families who have a passion for child welfare who are willing to participate in coalition meetings.
Coalition Participation Limits: There is no limit to the number of members each coalition should have. Some coalitions are larger and function with various perspectives, which spreads the work around more evenly. Other coalitions are smaller in size but have great connections to recruiting agency staff or local volunteers to assist when needed.

Coalition Participant Roles: Each coalition will function with appointed members or volunteers to serve in the role of:

1. Co-Facilitator/s – CFSTC Recruitment and Retention Specialist along with one CFS Licensing Unit Specialist, Coordinator or LOC. The CFS Licensing Unit representative will send all of the TEAM5 meeting invites, generate emails to the coalition members, etc.

2. Minutes Lead – CFS Licensing Unit staff member will capture the discussion and take meeting minutes to share with coalition members and CFS Licensing Administration for federal reporting. Distribution of the meeting notes should occur within one week of the meeting.

3. Expectation of all Coalition Participants:
   a. Events – Coalition members will research and review local events to advertise for families to attend (free, low cost, etc.). All members will also identify local opportunities for licensing specialists and volunteers to attend as a meet and greet, booth, parade engagement, etc. Local events will require a point of contact to lead and organize. The lead can solicit help from other coalition members in the area to attend/participate.
   b. Training – Coalition members will research local training opportunities, notify licensed providers of any CFSTC and NATI trainings, and identify local speakers for event/training as needed.

4. Other – Retention activities, National “Months of Interest” or local advertising.

Meeting Agenda: Each coalition will function differently; however common themes are to be discussed at each meeting. Attached is an example of coalition meeting structure.

Questions/Contact Information: If you have questions regarding your role or expectations with a local Foster and Adopt Recruitment and Retention Coalition, please contact the CFS Licensing Unit representative or email the unit at cfslicnesing@nd.gov or 701-328-2322.
Meeting Date:

Attendees:

1. **Licensing Agent Updates:** This agenda item allows each agency time to share highlights and successes. In addition, agencies will share # of inquiries, # of licensed provider homes and # of families who have discontinued.
   a. Zone
   b. Tribe
   c. Nexus-PATH
   d. Youthworks
   e. AASK
   f. DJS

2. **Training** This agenda item allows the coalition members to reflect on training topics that would benefit providers. This also is a time to review what was offered locally and share specific details regarding future trainings (who can attend, when, how to register, etc.).
   a. Training requests from providers
   b. Training offered since last coalition meeting
   c. Training planned for future

3. **Recruitment and Retention Activities**
   a. Activities completed since last meeting
   b. Activities planned for future

4. **Provider Appreciation**
   a. Activities completed since last meeting
   b. Activities planned for future

5. **National Months of Interest**
   a. November is Adoption Month *(Begin planning in August of each year)*
   b. May is Foster Care Month *(Begin planning in February of each year)*

6. **Other Agenda Items:**
   a.
   b.
   c.
   d.

7. **Next Meeting**
North Dakota will recruit and retain foster families to meet the placement needs of children in foster care, while recruiting adoptive families to assist in permanency goal achievement for children who are free for adoption. North Dakota Coalitions will engage in general and targeted recruitment.

| Recruitment & Retention Plan Outcomes Timeframe | ☐ Year 3: July 1, 2021, to June 30, 2022  
☐ Year 4: July 1, 2022, to June 30, 2023  
☐ Year 5: July 1, 2023, to June 30, 2024 |
| Coverage Area | ☐ Coalition 1 (Williston, Minot, Jamestown, Valley City, etc.)  
☐ Coalition 2 (Devils Lake, Grand Forks, Cavalier, Spirit Lake, Turtle Mt)  
☐ Coalition 3 (Hillsboro, Fargo, Wahpeton, etc.)  
☐ Coalition 4 (Bismarck, Dickinson, etc.) |
| Average # of Coalition Participants | ☐ At least 5 regular members  
☐ 6 to 12 members  
☐ 13 to 20 members  
☐ Other *(please describe)* Enter text |
| Who participates in the coalition meetings, events, and planning for recruitment? | ☐ CFSTC Recruitment & Retention Specialist  
☐ CFS Field Specialist  
☐ Zone licensing worker  
☐ Zone case manager/s  
☐ Zone supervisor/s  
☐ Zone director  
☐ Nexus PATH representative/s  
☐ Youthworks representative/s  
☐ Tribal representative/s  
☐ AASK  
☐ Foster parent/s  
☐ Adoptive parent/s  
☐ Community members *(please describe)* Enter text  
☐ Business representative/s *(please describe)* Enter text  
☐ Other *(please describe)* Enter text |
| Average # of Licensed Foster Homes served by coverage area | ☐ 1 to 25 licensed homes  
☐ 26 to 75 licensed homes  
☐ 76 to 100 licensed homes  
☐ 101 to 149 licensed homes  
☐ More than 150 licensed homes |
<table>
<thead>
<tr>
<th>Outcomes Reflection</th>
<th>Yes Successful</th>
<th>Not in our area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outcome 1 – ND foster children placed out of home, remain in their home community unless placed with family or identified relatives out of the community.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outcome 2 – Sibling groups are placed together.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outcome 3 – Providers are available to care for foster children with specialized medical and high behavioral needs.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outcome 4 – Providers are available to meet the needs of diversity; representing racial, cultural, and ethnic characteristics of the state’s foster care population.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outcome 5 – ND providers will not terminate their foster care license due to lack of support, insufficient training or resources to meet the foster child’s needs.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Recruitment Activities**

Coalitions are asked to check all that apply to recruitment efforts from your service area. Detail areas needing more information and comment on overall strengths and challenges of recruitment.

- Parades
- Service club community speaking engagements
- Faith-based community speaking engagements
- Facebook LIVE events
- Community business engagement (pizza cutters, pizza box fliers, Scheels family days, amateur sports game days, table tents, fliers, etc.) *Please describe: Enter text*
- Other:
  - Other:
  - Other:
  - Other:
  - Other:

Strengths/successes to recruitment in our service area include:

Challenges/barriers to recruitment in our service area include:

<p>| Reasons a prospective family did not follow through with foster care licensure: |</p>
<table>
<thead>
<tr>
<th>Check all that apply</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Background check requirements</td>
</tr>
<tr>
<td>- Spouse/partner is not in agreement</td>
</tr>
<tr>
<td>- Training requirements</td>
</tr>
<tr>
<td>- Family situation changed; marriage, divorce, death, birth of a baby, etc.</td>
</tr>
<tr>
<td>- After further information, self-determined fostering/adoption is not something they are prepared to take on</td>
</tr>
<tr>
<td>- Family schedule is too busy</td>
</tr>
<tr>
<td>- Other:</td>
</tr>
<tr>
<td>- Other:</td>
</tr>
<tr>
<td>- Other:</td>
</tr>
<tr>
<td>- Other:</td>
</tr>
</tbody>
</table>

For individuals/families who did get licensed… Share one success story that sticks out about why they became licensed, adopted, what spoke to the individual/s, how did they take the leap, etc.
Retention Activities

Coalitions are asked to check all that apply to retention efforts from your service area. Detail areas needing more information and comment on overall strengths and challenges of recruitment.

<table>
<thead>
<tr>
<th>Targeted retention activities. Check all that apply</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Foster parent support groups</td>
</tr>
<tr>
<td>☐ Adoptive parent support groups</td>
</tr>
<tr>
<td>☐ Facebook LIVE support groups</td>
</tr>
<tr>
<td>☐ Peer Mentoring</td>
</tr>
<tr>
<td>☐ Grief and loss training and support</td>
</tr>
<tr>
<td>☐ Training opportunities</td>
</tr>
<tr>
<td>☐ Annual recognition/ appreciation banquet or picnic</td>
</tr>
<tr>
<td>☐ Incentives for family engagement: pool passes, zoo passes, game tickets, movie tickets, bowling, etc.</td>
</tr>
<tr>
<td>☐ Community discount cards</td>
</tr>
<tr>
<td>☐ Appreciation letter or card</td>
</tr>
<tr>
<td>☐ Birthday cards</td>
</tr>
<tr>
<td>☐ Anniversary cards</td>
</tr>
<tr>
<td>☐ Other:</td>
</tr>
<tr>
<td>☐ Other:</td>
</tr>
<tr>
<td>☐ Other:</td>
</tr>
</tbody>
</table>

Strengths/successes to retention in our service area include:

Challenges/barriers to retention in our service area include:

As families terminate their licensure, an exit interview of survey is a desire of NDDHS to gain feedback and knowledge regarding retention of families. Coalitions are asked to check all that apply as it relates to what they hear regarding the termination of licensing.

<table>
<thead>
<tr>
<th>Reasons that families are no longer licensed for foster care. Check all that apply</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Moved out of state</td>
</tr>
<tr>
<td>☐ Moved from the community and did not transfer the license</td>
</tr>
<tr>
<td>☐ Adopted the foster child/ren</td>
</tr>
<tr>
<td>☐ Working parent/s – foster parenting schedule is too cumbersome</td>
</tr>
<tr>
<td>☐ Requesting personal time to focus on family needs</td>
</tr>
<tr>
<td>☐ Burn out</td>
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<tr>
<td>☐</td>
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<tr>
<td>☐</td>
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<td>☐</td>
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<td>☐</td>
</tr>
<tr>
<td>☐</td>
</tr>
</tbody>
</table>

Comments/feedback:

Is there a way to alleviate any of the above reasons?
North Dakota R&R Coalitions are asked to complete this form to be used as a guide for their R&R efforts and meeting goals. If you have any questions, please contact the CFSTC Recruitment and Retention Specialist.

### Recruitment & Retention Plan Outcomes Timeframe
- ☐ Year 4: July 1, 2022 to June 30, 2023
- ☐ Year 5: July 1, 2023 to June 30, 2024

### Coverage Area
- ☐ Coalition 1 Northwest Area
- ☐ Coalition 2 Northeast Area
- ☐ Coalition 3 Southeast Area
- ☐ Coalition 4 Southwest Area

### Spending Plan
In this section, describe general recruitment and retention activities that will be utilized to recruit adoptive and foster care families. All details surrounding need and efforts to achieve local goals are encouraged.

<table>
<thead>
<tr>
<th>Budget Line Item</th>
<th>Allotted amount</th>
<th>Plan for spending: include tentative events, purchases, coalition needs, etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising/Marketing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Promotional Items (Not to exceed 10% of entire budget)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Promotional Events and Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appreciation Events and Items</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support Groups</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Activities</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

** Reminder funds are also available for grief counseling and drop-in childcare centers**  
Contact CFSTC Recruitment and Retention Specialist for further details.

TOTAL $

---

Please complete and submit to R&R Specialist at CFS Training Center by August 15.  
Funding requests will be reviewed, and allocated budgets will be provided to each coalition by September 1.

______________________________________________  ________________
Coalition Member Name Date

______________________________________________  ________________
CFS Licensing Specialist Name Date
ATTACHMENT D
Foster and Adopt Inquiry Form

Instructions: UND CFSTC Recruitment & Retention Specialist will complete when a new family/individual makes an inquiry about foster care or adoption. The contact may be considered new if there has been no interaction with the agency in the previous six months.

<table>
<thead>
<tr>
<th>Date of Inquiry:</th>
<th>Completed By:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Inquiry Received By:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DHS email</td>
<td>UND website</td>
</tr>
<tr>
<td>Toll Free Number</td>
<td>Adopt US Kids</td>
</tr>
<tr>
<td>Social Media</td>
<td></td>
</tr>
<tr>
<td>Community Event:</td>
<td></td>
</tr>
<tr>
<td>Agency:</td>
<td></td>
</tr>
<tr>
<td>Other:</td>
<td></td>
</tr>
</tbody>
</table>

How did the family hear about fostering or adoption options? (check all that apply)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DHS email</td>
<td>UND website</td>
</tr>
<tr>
<td>Toll Free Number</td>
<td>Adopt US Kids</td>
</tr>
<tr>
<td>Social Media</td>
<td></td>
</tr>
<tr>
<td>Community Event:</td>
<td></td>
</tr>
<tr>
<td>Agency:</td>
<td></td>
</tr>
<tr>
<td>Friends/Family:</td>
<td></td>
</tr>
<tr>
<td>Other:</td>
<td></td>
</tr>
</tbody>
</table>

Inquiring About:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Foster Parent Licensure</td>
<td>Adoption</td>
</tr>
</tbody>
</table>

Parent #1 – Name

Street Address

City, State, Zip

Phone Number

Email

Parent #2 – Name

Phone number

Email

Native American or Tribal Status

REFERRAL INFORMATION

Instructions: Complete when referring the family to another authorized licensing agency or adoption agency.

Family Interested in licensing with an agency, or having further conversation with an agency; referral made to: (check all that apply)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CFS Licensing Unit</td>
<td></td>
</tr>
<tr>
<td>Nexus-PATH</td>
<td></td>
</tr>
<tr>
<td>Regular</td>
<td></td>
</tr>
<tr>
<td>Therapeutic</td>
<td></td>
</tr>
<tr>
<td>Tribal Nation</td>
<td></td>
</tr>
<tr>
<td>Unaccompanied Refugee Minor Program</td>
<td></td>
</tr>
<tr>
<td>Youthworks</td>
<td></td>
</tr>
<tr>
<td>AASK</td>
<td></td>
</tr>
<tr>
<td>Other adoption agency:</td>
<td></td>
</tr>
</tbody>
</table>

Referral Made to Person(s):

Date:
### FOSTER/ADOPT INTAKE – Part B

Instructions: UND CFSTC Recruitment & Retention Specialist will complete and provide detailed information upon referral. Licensors can use this form as needed.

<table>
<thead>
<tr>
<th>Personal Information</th>
<th>Notes during inquiry call</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motivation for Inquiring?</td>
<td></td>
</tr>
<tr>
<td>• Relative to child</td>
<td></td>
</tr>
<tr>
<td>• Child specific inquiry</td>
<td></td>
</tr>
<tr>
<td>• Desire to give back, etc.</td>
<td></td>
</tr>
<tr>
<td>Interest in:</td>
<td></td>
</tr>
<tr>
<td>• Foster care, Adoption, or Both</td>
<td></td>
</tr>
<tr>
<td>Previous experience fostering?</td>
<td></td>
</tr>
<tr>
<td>• If yes, when &amp; where?</td>
<td></td>
</tr>
<tr>
<td>Describe the types of foster care.</td>
<td></td>
</tr>
<tr>
<td>Any preference?</td>
<td></td>
</tr>
<tr>
<td>• Emergency shelter care</td>
<td></td>
</tr>
<tr>
<td>• Respite care</td>
<td></td>
</tr>
<tr>
<td>• Long-term placements</td>
<td></td>
</tr>
<tr>
<td>• Higher behavioral needs</td>
<td></td>
</tr>
<tr>
<td>• Sibling groups</td>
<td></td>
</tr>
<tr>
<td>Preference to serve:</td>
<td></td>
</tr>
<tr>
<td>• Age/gender/sibling groups</td>
<td></td>
</tr>
<tr>
<td>Other information shared:</td>
<td></td>
</tr>
<tr>
<td>• Occupation, residence history, pets, current living arrangement (house, apt), family structure (children currently in the home, age, gender), review of bedroom space available, etc.</td>
<td></td>
</tr>
</tbody>
</table>

### ADDITIONAL NOTES FOR REFERRAL

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ATTACHMENT E
Materials Created for Distribution

NORTH DAKOTA
FOSTER OR ADOPT
THEY NEED YOU
Call or scan to find out how
1.833.378.4663

Example Facebook Image

Facts about fostering or adopting from foster care:
- You can be a new or experienced parent.
- You can be single or married.
- You can rent or own your apartment or home.
- You must be at least 21 years old, but otherwise no other age restrictions.
- You have support. We work as a team to guide you through fostering or adoption.

To learn more, call 833.378.4663 or scan the QR code

On any given day in North Dakota, there are roughly 1,600 children and youth in foster care. Many are waiting for a foster home. If you’ve ever considered fostering, now is the time!

Business Card

North Dakota is in great need of families willing to foster or adopt older children and teens, large sibling groups, and children with higher behavioral concerns. We are also in need of Native American families.

If you are patient, flexible, and able to provide a stable home environment during a time of crisis for a child, please reach out today!

Postcard

GIVE THANKS!

Coloring Activity Sheets

Poster & Newspaper Advertisement

Branded Table Display