

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



September 8, 2006

ALL COUNTY INFORMATION NOTICE NO. 1-56-06

TO: ALL COUNTY WELFARE DIRECTORS
ALL CHIEF PROBATION OFFICERS

SUBJECT: REQUESTS FOR TRAINING AND TECHNICAL ASSISTANCE FROM
NATIONAL RESOURCE CENTERS

REFERENCE: ALL COUNTY INFORMATION NOTICE NO. 1-11-05, DATED
MARCH 16, 2005.

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order
- ☐ Clarification Requested by
One or More Counties
- ☒ Initiated by CDSS

The purpose of this All County Information Notice is to distribute the new standardized National Resource Centers (NRC) request form. The attached form will provide the required details necessary to request training from the NRC. This form must be used when requesting training and an electronic version of this form can be requested from Donna Kenerly, the California Department of Social Services (CDSS) State Coordinator. The procedure for obtaining training and technical assistance is as follows:

- Submit completed NRC training request forms to:

Donna Kenerly, State Coordinator
California Department of Social Services
Child Protection and Family Support Branch
744 P Street, MS 11-86
Sacramento, California 95814
Donna.Kenerly@dss.ca.gov

- The State Coordinator will review the form to ensure it meets the requirements and then submit the request form on behalf of the State and/or county to the Department of Health and Human Services (DHHS) Regional Office Coordinator.
- The DHHS Regional Office Coordinator will contact the appropriate NRC to determine if the NRC can accommodate the request.
- The DHHS Regional Office Coordinator will send a written approval or denial to the CDSS Coordinator.
- The CDSS coordinator will notify the requestor of the status of the request.
- In order to ensure statewide application of the training and technical assistance, the California Social Work Education Center (CalSWEC) and the Regional Training Academies will be consulted to determine how the training can be provided throughout the State.

All requests will describe how the training or technical assistance will meet the goals and objectives of the California Child and Family Services Plan, Program Improvement Plan, Children and Family Services Review, etc.

Each State is granted a total of 10 free days per year from each NRC. However, additional days may be requested at a cost to the requesting party. The party requesting over the allotted 10 days will be responsible for the costs involved. Therefore, once the allotted limit has been reached additional services must be funded by CDSS or the county.

Please do not directly contact the NRC or any consultants associated with the NRC. The CDSS Coordinator will provide notification of approval or denial.

If you have any questions regarding this notice please contact Donna Kenerly at (916) 651-6190 or Donna.Kenerly@dss.ca.gov.

Sincerely,

Original Document Signed By:

MARY L. AULT
Deputy Director
Child Protection and Family Support Branch

Attachment

c: CWDA
CSAC

Request for Training/Technical Assistance (T/TA) from the National Resource Centers

This request form begins the process for States, Tribes and Court Improvement Plans (CIP) to access T/TA through ACF's network of National Resource Centers. If the request is from a Region or County, the form should be submitted to the State's administrative/central child welfare office for approval prior to submission to the ACF Regional Office. This will ensure a planned approach to accessing T/TA as well as equity across Regions or Counties. If you have any questions or need assistance completing this form, please feel free to contact your CDSS Coordinator, Donna Kenerly, at (916) 651-6190 or Donna.Kenerly@dss.ca.gov

Organization Requesting Assistance:	Date of Request:
Contact Name <i>(at requesting agency):</i>	Contact Title:
Address:	Phone: Email:
Approved by State Agency: Yes/No Name <i>(if different than above Contact):</i>	Phone: Email:

- A. **What is your Training or Technical assistance (T/TA) request?**
- B. **Have you identified specific National Resource Center(s) for this request?** If yes, have you already spoken with them? Please specify the NRC(s) which may be involved:
- C. **What is the reason for your request? What is the issue you are trying to address? Who is the target audience?**
- D. **What is the history of this issue (over the past 3-5 years)? Any prior T/TA provided?**

E. **Is the need for T/TA related to the following (*check those that apply*):**

- Program Improvement Plan (PIP)
- Child and Family Services Plan (CFSP)
- Results from the CFSR
- Court Improvement Project (CIP)
- Data issues (SACWIS/AFCARS)
- Children's Bureau national T/TA priority (*please specify*):
- Other Federal requirements (*please specify*):
- Other needs (*please specify*):

F. **How will this T/TA build your organization's capacity? What are your expectations for this T/TA? What outcomes/results do you expect?**

G. **Estimated number of on-site T/TA days required from NRC(s) and general timeframes for possible T/TA:**