

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. list	Meeting Participants (partial) (6 pages)	06/25/1997	P6/b(6)
002. form	meeting registration, Nicole Rabner (partial) (1 page)	06/25/1997	P6/b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Domestic Policy Council (Nicole Rabner)
OA/Box Number: 15410

FOLDER TITLE:

Kellogg Foundation [2]

2012-1035-S

kc1008

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
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- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

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- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

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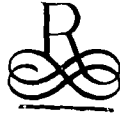
Families for Kids Who Wait:

PROMISING DIRECTIONS IN
COMMUNITY-BASED
ADOPTION REFORM



A Preview of National, State, and Local Change Efforts in the W.K. Kellogg Foundation's Families for Kids Initiative
W.K. Kellogg Foundation
Battle Creek, Michigan

5



RENAISSANCE
WASHINGTON D. C. HOTEL

Guiana

• we now see on the side of reporting
cases fear. people to take care of their
children


(changing the way NYers are approaching
children) - change from a culture
of unaccountability to now. - it works

**W.K. KELLOGG FOUNDATION
FAMILIES FOR KIDS NATIONAL CONFERENCE
ON POLICY PERSPECTIVES
*Agenda***

Wednesday, June 25, 1997

<i>Registration Table</i>	Grand Ballroom Central <i>(outside of Ballroom)</i>	4:00 - 6:30 p.m.
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<i>Reception</i>	Grand Ballroom Central <i>"Together, We Make The Difference"</i> Congressman Dave Camp (R-MI)	5:30 - 6:30 p.m.
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<i>Opening Dinner</i>	Grand Ballroom Central <i>"Together, We Make The Difference"</i> Senator Mike DeWine (R-OH) Congresswoman Barbara Kennelly (D-CT) Judge Julian Pinkham, Yakama Nation Tribal Court System Olivia Golden, Principal Deputy Assistant Secretary for Children and Families, Department of Health and Human Services	6:30 - 8:00 p.m. 
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Thursday, June 26, 1997

<i>Breakfast</i>	Grand Ballroom South	7:45 - 9:15 a.m.
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<i>Opening Session</i>	Renaissance Ballroom <i>"Families for Kids: A Vision for Children"</i>	9:30 a.m. - 12 noon
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9:30 a.m.

Welcome

Valora Washington, Program Director, W.K. Kellogg Foundation, Battle Creek, MI

Families for Kids: The Challenge

"Through the Eyes of the Child"

Shane Salter, Deputy Director - For Love of Children, Washington, DC

Kevin Green, Mississippi SUN Team (Speak Up Now), Jackson, MS

Community Visioning/Community Leadership
The Honorable William Byars Jr.
Judge of the Fifth Circuit Court, Kershaw County, SC

10:30 a.m. **State Perspectives on Permanency**
The Honorable Bill Graves
Governor of the State of Kansas

11:00 a.m. **“Achieving Permanency: What We Must Do”**
Moderator: Pat Babcock, Program Director, W.K. Kellogg Foundation
Panel - Kevin Fitzgerald, Director of NC Division of Social Services, Raleigh, NC
Marva Hammons, Director of Family Independence Agency, Lansing, MI
JoAnn Lawer, Deputy Secretary, Office of Children, Youth & Families, Harrisburg, PA
Donna Starr, President, Native American Commission on Children and Families, WA

Luncheon	Grand Ballroom South	12:00 noon - 1:30 p.m.
<i>“Families for Kids - Our Mandate: Reduce the Backlog -- Change the System”</i>		
Ernesto Loperena , Executive Director, New York Council on Adoptable Children Nicholas Scoppetta , Commissioner, Administration for Children’s Services, City of New York The Honorable Rudolph W. Giuliani , Mayor of the City of New York		

Breakout Sessions	Rooms 12 -16	2:00 - 4:15 p.m.
<i>“Implementing Change: Conversations About Permanency”</i>		

Room 12 **Session 1: Taking Action to Achieve Permanency for Kids**

Putting State Policy and Legislative Frameworks in Place

- Reasonable Efforts
- Court Management
- Enforcing Timeframes
- Permanency Options in Statute & Policy

Room 13 Session 2: Building Blocks for Permanence

Will the movement to restructure or privatize child welfare services ensure permanency for children?

- Public/Private Sector Roles
- Managed Care
- Integrated Children's Services

Room 14 Session 3: Funding Mechanisms for Outcome-Based Systems

Innovative alternatives are addressing reduced mainstream funding. How are states developing new resources?

- Managed Care
- Outcome-based Contracts
- New approaches to IV-E & IV-B Federal Funding Waivers

Room 15 Session 4: Promising Practice Solutions: Early Interventions

Innovative solutions that include intervention before children are removed from their family, reducing foster care drift and identifying critical cultural issues

- Kinship Care Models
- Concurrent Planning
- Family Decision-Making Conference

Room 16 Session 5: Promising Practice Solutions: The Backlog Blitz

How can we best achieve the outcome of moving children into permanent families?

- The End Result: Movement into Permanent Families
- How Best to Achieve this Outcome
- Family Advocacy

<i>Closing Session</i>	Renaissance Ballroom West	4:30 p.m.
<i>"Adoption 2002"</i> First Lady Hillary Rodham Clinton First Lady of the United States of America		

Next Steps

Adjourn

The W.K. Kellogg
Foundation's
Families for Kids
initiative is
creating
new lives for
many kids in
foster care.

Families for Kids

7,000 Reasons to Smile

A Special 1997 Progress Report

Today, 494,000
American kids are in
foster care. At least
100,000 have been
waiting too long for
loving families.

Learn how you
can get involved
in a national
reform that is
making a
difference.

At Right: Seven of the 7,000 kids placed in
loving homes since Families for Kids began.
Center: Lovely, 10; *Clockwise from Bottom:*
Pedro, 15; Sasha, 7; Nathaniel, 4; Ali, 11;
Elisha, 14; and DeAndre, 5. The kids pictured
here were placed by Kansas Families for Kids,
one of 11 Families for Kids communities
across the country.



Lovely and Sasha, the two pretty sisters at the center of the picture, waited three-and-a-half years for this happy occasion. They are celebrating their first few months as members of an adoptive family they will never have to leave.

(For a look at their new family, turn to page 5.)

In the summer of 1994—half their lives ago—they were removed from their biological family because of neglect. What followed was a series of foster homes that left them with little more than wistful dreams of what might be.

Lovely, who was five at the time her foster care odyssey began, shared her dreams with the

anyone's property, and never walk alone."

Sasha, who was only two at the time of removal, developed a simpler dream: "I wanted a family so we wouldn't have to change from place to place to place."

Both wanted desperately to stay together.

(continued on page 2: Numbers That Spell Trouble)

"Bookmark" us on the Web!

<http://www.wkkf.org>

The screenshot shows a web browser window with a menu bar (Home, About, News, etc.) and a navigation bar with links like 'Who We Are', 'Programming Interests', 'Grants', 'How to Apply', and 'Resources'. Below the navigation is a header image featuring a portrait of a man and a handwritten quote: "The best preparation for the future is to be the best of the present." The main content area is titled "W.K. KELLOGG FOUNDATION" and "Current Events and Special Announcements". It contains three columns of text: the first describes the foundation's purpose, the second describes the "JOURNAL" and its focus on the intersection of science and the human condition, and the third describes the foundation's mission to support research and education. A small portrait of a man is visible in the bottom left of the screenshot.

The Kellogg Foundation web site also offers:

- in-depth information about the Foundation's programming interests
- information on the Foundation's grant application process
- a database of current grant recipients
- access to numerous publications which report on Foundation-funded projects

 **W.K. KELLOGG
FOUNDATION**

CO2676
Item #981



June 25, 1997

**WELCOME TO THE FAMILIES FOR KIDS
POLICY PERSPECTIVES ON PERMANENCY CONFERENCE**

We are pleased to have you here! The goal of the meeting is to focus national attention upon the critical issue of "waiting children" and create a sense of urgency about their plight which compels action and systemic change at the highest levels. We have exciting news to share with you about the W.K. Kellogg Foundation's Families for Kids Initiative.

We especially want to thank the planning committee. Please join me in expressing appreciation to the following people:

**Sara Anderson-Mims
Kathleen Hayes
Marie Jamieson
Rita Wolf
Jackie Kidd
Jeri Spann
Jean Kehoe
Connie Vunovich
Pat Babcock**

**Brenda Gadson
Wendy Lewis Jackson
Renay Sanders
Kathy Bonk
Nora O'Connell
Eleanor Hinton-Hoytt
Carole Smith
Karen Lake
Tom Reis**

**W.K.KELLOGG
FOUNDATION**

One Michigan
Avenue East
Battle Creek, MI
49017-4058
USA
616-968-1611
TDD on site
Telex: 4953028
Facsimile: 616-968-0413

We have many things in store for you at this conference, and I hope you enjoy the opportunity to share ideas with our colleagues. Together, we make the difference.

*To help people
help themselves
through the practical
application of knowledge
and resources to improve
their quality of life and
that of future generations*



**W.K. KELLOGG FOUNDATION
FAMILIES FOR KIDS NATIONAL CONFERENCE
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**Participant's List
Families for Kids National
Policy in Permanency Meeting
Renaissance Washington DC
June 25-26, 1997**

ARIZONA

Ms. Karen Abman
Project Director
Pima County Families for Kids
2700 South 8th Avenue
Tucson, AZ 85713
520 622-7611 x1335
520 624-7042 (fax)

Mr. Rob Ameln
Program Manager
DES/ACYF
Suite 420
400 West Congress
Tucson, AZ 85701
520 628-6810

Ms. Rhonda Baldwin
Division of Behavioral Health
Arizona Department of Health Services
2122 East Highland
Phoenix, AZ 85016
602 381-8999 x202

Mr. Peter Burns
Director
Office of Management and Budget
1700 West Washington
Phoenix, AZ 85007
602 542-5381

Mr. Fred Chaffee
Chief Executive Officer
Arizona Children's Home Association
2700 South 8th Avenue
Tucson, AZ 85713
520 622-7611

Dr. Jamie P. Guitierrez
Special Assistant to the President
The University of Arizona Building
Room 712
Tucson, AZ 85721
520 621-1501
520 621-9323 (fax)

Ms. Nicole Griffin
DES/ACYF Young Adult Program
c/o Ms. Chris Lautaret
1075 East Ft. Lowell Road
Tucson, AZ 85719
520 887-7577

Mr. Jim Hart
Assistant Director
Arizona Department of
Economic Security
1717 West Jefferson
P.O. Box 6123
Phoenix, AZ 85005
602 542-3598
602 542-3599 (fax)

The Honorable Freddie Hershberger
The Honorable
District 12
402 West Congress
Tucson, AZ 85701
602 542-3394
520 628-6593 (fax)

Ms. Chris Lautaret
DES/ACYF Young Adult Program
1075 East Ft. Lowell Road
Tucson, AZ 85719
520 887-7577

Mr. Brian McNeil
Policy Advisor for Health and Human
Services
Office of the Governor
1700 West Washington
Phoenix, AZ 85007
602 542-1316

**PHOTOCOPY
PRESERVATION**

CLINTON LIBRARY PHOTOCOPY

The Honorable Tom Patterson
Chair Senate Government
Reform Committee
District 26
1700 West Washington
Phoenix, AZ 85007
602 542-5955

The Honorable Ruth Solomon

P6/(b)(6)

Tucson, AZ 85710

P6/(b)(6)

The Honorable Nanette Warner
Associate Presiding Judge
Pima County Juvenile Court
2225 East Ajo Way
Tucson, AZ 85713
520 740-2075

KANSAS

Ms. Sylvia Crawford
The Villages, Inc.
2219 SW 29th Street
Topeka, KS 66611
913 267-6990
913 267-1224 (fax)

Mr. Bob Hartman
Kansas Children's Service League
P.O. Box 511
Wichita, KS 67201
316 942-4261

Ms. Linda Hobbs
Wyandotte County Court Services
711 Armstrong
Kansas City, KS 66101
913 573-4190
913 573-4196 (fax)

The Honorable Jennifer Jones
Judge
1015 South Minnesota
Wichita, KS 67211
316 383-7487
316 383-8000 (fax)

Ms. Bernice Karstensen
Lutheran Social Services
1855 North Hillside
Wichita, KS 67214
316 686-6645
316 686-0453 (fax)

Ms. Teresa Markowitz
Commissioner of Youth Services
West Hall
300 SW Oakley
Topeka, KS 66606
913 296-3284
913 296-4649 (fax)

Ms. Sydney Pendleton

P6/(b)(6)

Prairie Village, KS 66208

P6/(b)(6)

The Honorable Marge Petty
United States Senator
105 SW Woodlawn Avenue
Topeka, KS 66606
913 232-4907

Mr. David Scott

P6/(b)(6)

Topeka, KS 66604

P6/(b)(6)

Mr. Wayne Sims
Kaw Valley Center
4300 Brenner Road
Kansas City, KS 66104
913 621-0294

Mr. Bob Smith
United Methodist Youthville
P.O. Box 210
Newton, KS 67114
316 283-1950

Ms. Gloria Timmer
Division of the Budget
1st Floor
Capitol Building
300 SW 10th Avenue
Topeka, KS 66612-1504
913 296-2436
913 296-0231 (fax)

Ms. Linda Weir-Enegren
LS Industries
710 East 17th Street
Wichita, KS 67214
316 265-7997
316 265-0013 (fax)

Ms. Donna Whiteman
Kansas Association of School Boards
1420 SW Arrowhead Road
Topeka, KS 66604
913 273-7580
913 273-3600 (fax)

Ms. Rita Wolf
Interim Project Director
Kansas Families for Kids
Suite 206
603 SW Topeka Avenue
Topeka, KS 66603
913 354-4663
913 354-4684 (fax)

MASSACHUSETTS

Mr. Miguel Arce
New North Citizens Council
2383 Main Street
Springfield, MA 01107
413 747-0090

Mr. Charles Baker
Secretary
Executive Office
Administration and Finance
1 Ashburton Place
Boston, MA 02108
617 727-2040

The Honorable Thomas Finneran
Representative
House Ways and Means Committee
State House
Boston, MA 02233
617 722-2500

Ms. Brenda Gadson
Director
Massachusetts Families for Kids
8th Floor
105 Chauncy Street
Boston, MA 02111
617 542-2366
617 542-2369 (fax)

Mr. Peter Gibbs
Director
Adoption Resources of JF&CF
1340 Centre Street, Suite 200
Newton, MA 02159-2453
617 332-2218
617 332-2695 (fax)

Ms. Gretchen Grozier
Information Systems Coordinator
Massachusetts Families for Kids
8th Floor
105 Chauncy Street
Boston, MA 02111
617 542-2366
617 542-2369 (fax)

Ms. Veronica Melendez
Administration for Children
& Families Region I
Health and Human Services
JFK Building
Boston, MA 02203
617 565-1148

Ms. Maria Mossiades
Administrative Attorney to Chief Justice
Supreme Judicial Court
New Courthouse Pemberton Square
Boston, MA 02108
617 557-1194

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[001]

Ms. Yamari Rodriguez
Office Administrative Assistant
Massachusetts Families for Kids
8th Floor
105 Chauncy Street
Boston, MA 02111
617 542-2366
617 542-2369 (fax)

Ms. Carolyn Smith
Director of Massachusetts
Adopt Resource Exchange
45 Franklin Street
Boston, MA 02111
617 542-3678

Ms. Christine Stevens
P6/(b)(6)
East Bridgewater, MA 02333
P6/(b)(6)

Ms. Kim Stevens
Family Advocacy Coordinator
Massachusetts Families for Kids
105 Chauncy Plaza; 8th Floor
Boston, MA 02111
617 542-2366
617 542-2369 (fax)

The Honorable Jeremy A. Sthallin
Chief Justice
Suffolk Probate and Family Court
3 Center Plaza
Boston, MA 02108
617 742-9743

Mr. Michael Weekes
Commissioner
Massachusetts Department
of Social Services
24 Farnsworth Street
Boston, MA 02210
617 727-0900
617 261-7438 (fax)

Mr. John Wagner
Executive Office of Health
and Human Services
Room 1109
1 Ashburton Place
Boston, MA 02108
617 727-0077

MICHIGAN

Mr. Ron Apol
Supervisor
Performance Planning Department
Kent County Juvenile Court
1501 Cedar, NE
Grand Rapids, MI 49503
616 336-3720

Ms. Susan Broman
President
Steelcase Foundation
P.O. Box 1967
Grand Rapids, MI 49501-1967
616 246-4696

Ms. Veneese Chandler
Executive Director
Family Outreach Center
1939 South Division
Grand Rapids, MI 49507
616 247-3815
616 245-0450 (fax)

Mr. John Cole
Program Manager
Kent County Family Independence
Agency
415 Franklin, SE
Grand Rapids, MI 49506
616 247-6382
616 247-6058 (fax)

Mr. George Grant
School of Social Work
Grand Valley State University
25 Commerce, SW
Grand Rapids, MI 49503
616 771-6550

Mr. Steve Heacock
c/o Wendy Lewis Jackson
The Grand Rapids Foundation
209C Waters Building 161 Ottawa, NW
Grand Rapids, MI 49503
616 454-1751

Ms. Wendy Lewis Jackson
Program Director
Families for Kids Initiative
209C Waters Building
161 Ottawa, NW
Grand Rapids, MI 49503
616 454-1751
616 454-6455 (fax)

Ms. Cynthia Lewis
Administrative Assistant
Families for Kids Initiative
209C Waters Building
161 Ottawa, NW
Grand Rapids, MI 49503
616 454-1751
616 454-6455 (fax)

Ms. Jane Longstreet
Director
Adoptive Family Support Network
Suite 306A
245 State Street, SE
Grand Rapids, MI 49503
616 458-7945

Ms. Diana Sieger
President
The Grand Rapids Foundation
209C Waters Building
161 Ottawa, NW
Grand Rapids, MI 49503
616 454-1751
616 454-6455 (fax)

The Honorable Kenneth Sikkema
Representative
Michigan House of Representatives
State Capitol Building
P.O. Box 30014
Lansing, MI 48909-7514
517 373-0846
517 373-5965 (fax)

MISSISSIPPI

Mr. Terry Bonham
Director of Marketing
LDDS WorldCom
515 East Amite Street
Jackson, MS 39201
601 360-8501

Ms. Debra Collier
Governor's Budget Director
303 Walter Sillers Building
Jackson, MS 39201
601 359-5758

Ms. Wanda Gillom
Director – Adoption Unit
Mississippi Department of Human Services
P.O. Box 352
Jackson, MS 39202
601 359-4500
601 359-4999 (fax)

Mr. Kevin Green
SUN Team Member
1900 North West Street
Jackson, MS 39202
601 360-0591

The Honorable Gerald Hosemann
Warren County Court
P.O. Box 244
Vicksburg, MS 39180
601 638-8026

Mr. Jim Johnson
Family Advocacy Coordinator
Mississippi Families for Kids
Suite B
1900 North West Street
Jackson, MS 39202
601 360-0591
601 360-0593 (fax)

Dr. Paul Jones
Mississippi Baptist Convention
P.O. Box 530
Jackson, MS 39205
601 968-3800

Reverend David Matthews
General Missionary Baptist Convention
P.O. Box 627
Indianola, MS 38751
601 887-1587

Ms. Delphine McBeth
MS Children's Home Society
and Family Service Association
1900 N. West Street - Suite 202
Jackson, MS 39202
601 360-0591
601 360-0593 (fax)

Ms. Pam McCaffrey
Communications Director
Mississippi Families for Kids
Suite B
1900 North West Street
Jackson, MS 39202
601 360-0591
601 360-0593 (fax)

The Honorable Michael McPhail
County & Youth Court Judge
200 West Pine Street
P.O. Box 190
Hattiesburg, MS 39403
601 545-6100
601 545-6105 (fax)

Mr. Frank Steve
Mississippi Band of Choctaw Indians
P.O. Box 6008
Philadelphia, MS 39358
601 656-5251

Ms. Lena Strange
Permanency Planning Specialist
Mississippi Families for Kids
Suite B
1900 North West Street
Jackson, MS 39202
601 360-0591
601 360-0593 (fax)

Mr. Don Taylor
Executive Director
Mississippi Department of Human Services
P.O. Box 352
Jackson, MS 39202
601 359-4500
601 359-4999 (fax)

Ms. Linda West
Project Director
Mississippi Families for Kids
Suite B
1900 North West Street
Jackson, MS 39202
601 360-0591
601 360-0593 (fax)

MONTANA

Ms. A. June Atkins
Office of Public Instruction
State Capitol Building
P.O. Box 202501
Helena, MT 59620-2501
406 444-2089
406 444-1373 (fax)

Ms. Gail Clifford
Fiscal Bureau
Child & Family Services Division
Department of Public Health
& Human Services
P.O. Box 8005
Helena, MT 59604-8005
406 444-5908

Ms. Allyn Ann Cummins
Director
Montana Adoption Resource Center, Inc.
P.O. Box 634
Helena, MT 59624
406 442-9022

Ms. Mary Jo Fox
Legislative Liaison
Governor's Office
State Capitol Building
Helena, MT 59620-0801
406 444-3111

Mr. Hank Hudson
Administrator
Child & Family Services Division
Department of Public
Health & Human Services
P.O. Box 8005
Helena, MT 59604-8005
406 444-5902
406 444 5956 (fax)

Ms. Sheila Howe
Permanency Planning Specialist
Child & Family Services Division
Department of Public Health
& Human Services
1211 Grand Avenue
Billings, MT 59102
406 252-5601

Ms. Tami Storton
Family Advocate
840 El Rancho Dr.
Billings, MT 59105
406 256-5094

Ms. Arlene Templer
Program Manager
Tribal Social Services
Tribal Health & Social Services
P.O. Box 280
St. Ignatius, MT 59865
800 823-8228

Mr. Gary Walsh
Project Director
Montana Families for Kids
P.O. Box 634
Helena, MT 59624-0634
406 449-3266
406 449-5648 (fax)

The Honorable Mignon Waterman
Senator
530 Hazelgreen
Helena, MT 59601
406 442-8648
406 442-8783 (fax)

NEW YORK

Mr. Gary Anderson
National Council
on Permanency
Hunter College
695 Park Avenue
New York, NY 10021
212 472-4000

Mr. Joseph Cardieri
Assistant Commissioner
Administration for Children's Services
16th Floor; 80 Lafayette Street
New York, NY 10013
212 266-3398
212 266-2493 (fax)

Ms. Sheryl Dicker
Executive Director
Permanent Judicial Commission
on Justice for Children
c/o Pace University School of Law
78 North Broadway
White Plains, NY 10603

Mr. Aubrey Featherstone
Deputy Commissioner
Administration for Children's Services
18th Floor; 80 Lafayette Street
New York, NY 10013
212 266-2255
212 266-3450 (fax)

Dr. Trudy Festinger
Professor
Shirley M. Ehrenkranz School of Social
Work
New York University
1 Washington Square North
New York, NY 10003
212 998-5974

The Honorable Michael Gage
Administrative Judge
New York City Family Court
60 Lafayette Street
New York, NY 10013

Ms. Linda Gibbs
Deputy Comm.
Management and Administration
Administration for Children's Services
80 Lafayette Street; 18th Floor
New York, NY 10013
212 266-2255
212 266-3450 (fax)

Mr. Gerald Harris
Deputy Comm. Legal Services
Administration for Children's Services
80 Lafayette Street; 18th Floor
New York, NY 10013
212 266-2255
212 266-3450 (fax)

Ms. Cheryl Larrier
NYS Department of Social Services
80 Maiden Lane
New York, NY 10013
212 383-1805

Ms. Maggie Lear
Director of Public Affairs
Administration for Children's Services
18th Floor; 80 Lafayette Street
New York, NY 10013
212 266-2255
212 266-3450 (fax)

Ms. Antoinette Nelson
Project Director
New York City Families for Kids
4th Floor; 150 William Street
New York, NY 10038
212 676-9207
212 676-9206 (fax)

Ms. Rachel Pratt
Administration for Children's Services
16th Floor; 80 Lafayette Street
New York, NY 10013
212 266-3398
212 266-2493 (fax)

Mr. Nicholas Scopetta
Commissioner
Administration for Children's Services
18th Floor; 80 Lafayette Street
New York, NY 10013
212 266-2100
212 266-3450 (fax)

Ms. Anne Williams-Isom
Director
Community Planning & Development
Administration for Children's Services
18th Floor; 80 Lafayette Street
New York, NY 10013
212 266-2253

NORTH CAROLINA

Ms. Sara Anderson Mims
Families for Kids Program Coordinator
North Carolina Division of Social Services
325 North Salisbury Street
Raleigh, NC 27603
919 733-4622
919 715-3581 (fax)

Mr. Robin Britt
Special Assistant for Children, Families and
Non-Profits
Governor's Office
Administration Building
116 West Jones Street
Raleigh, NC 27603-8001
919 715-9611

Ms. Sandy Cooke
Program Administrator
The Children's Home Society of
North Carolina
P.O. Box 14608
Greensboro, NC 27415-4608
910 274-1538

Mr. Kevin FitzGerald
Director
North Carolina Division of Social Services
325 North Salisbury Street
Raleigh, NC 27603
919 733-3055

Mr. Hobart Freeman
Director
Edgecomb County Department of
Social Services
3003 North Main Street
Tarboro, NC 27886
919 641-7631

The Honorable Charlotte Gardner
Representative
North Carolina House of Representatives
417 B Legislative Office Building
Raleigh, NC 27601
919 715-3017

Mr. Charles Harris
Project Director, Families for Kids
Chief, Children's Services Section
North Carolina Division of Social Services
325 North Salisbury Street
Raleigh, NC 27603
919 733-4622
919 715-0024 (fax)

Ms. Sherbia Jones
Family Advocate
2060 27th Avenue Drive, NE
Hickory, NC 28601
704 328-1751
704 322-9099 (fax)

The Honorable Bill Martin
Senator
North Carolina State Senate
411 Legislative Office Building
Raleigh, NC 27601
919 715-3042

Ms. Rachel Perry
Special Assistant for
Communications and Policy
The Governor's Office
Room 106, Administration Building
116 West Jones Street
Raleigh, NC 27603-8001
919 715-9614

Mr. Bill Stanley
Buncombe County Commissioner
60 Court Plaza
Asheville, NC 28801-3565
704 255-5533

Mr. Louis Stephens
President (Retired)
Jefferson Pilot
Room 204
P.O. Box 21008
Greensboro, NC 27420
910 691-3475

The Honorable Ken Titus
Chief District Court Judge
Durham County Judicial Building
Durham, NC 27701
919 560-6807

**PHOTOCOPY
PRESERVATION**

CLINTON LIBRARY PHOTOCOPY

[001]

Mr. David Walker
Executive Director
North Carolina Partnership for Children
Suite 300
1100 Wake Forest Road
Raleigh, NC 27604
919 821-7999

Ms. Nina Yeager
Budget Administrator
Office of State Budget and Management
116 West Jones Street
Raleigh, NC 27603-8005
919 733-7061

OHIO

Ms. Phelise Harris
Cuyahoga County Children and Family
Services
3955 Euclid Avenue
Cleveland, OH 44115
216 431-4500
216 432-3391 (fax)

Mr. Russell Harris
Cuyahoga County Children and Family
Services
3955 Euclid Avenue
Cleveland, OH 44115
216 431-4500
216 432-3391 (fax)

Master Steven Harris
Cuyahoga County Children and Family
Services
3955 Euclid Avenue
Cleveland, OH 44115

Ms. Susan Ignelzi
Office of the Governor
77 High Street
Columbus, OH 43215
614 752- 4044
614 728-9441 (fax)

Mr. Russell Johnson
Ohio Department of HS
Cleveland District
Frank J. Lausche Bldg.
615 Superior Ave. NW
Cleveland, OH 44113
216 787-3563

Reverend Calvin Matthews
Mount Haven Baptist Church
3484 Martin Luther King Jr. Boulevard
Cleveland, OH 44104
216 787-3563

Mr. Craig Neuman
Trumbull County Children Services
2282 Reeves Road, NE
Warren, OH 44483
330 372-2010

Mr. Isaac Palmer
Deputy Director
Office of Child Care and Family Services
Ohio Department of Human Services
9th Floor; 65 East State Street
Columbus, OH 43215
614 466-1213

Ms. Renay Sanders
Summit County Children Services
Ohio Families for Kids
264 South Arlington Street
Akron, OH 44306
330 996-1028
330 379-1981 (fax)

Mr. Douglas Stevens
Assignment and Statistician Officer
Supreme Court of Ohio
3rd Floor; 30 East Broad Street
Columbus, OH 43266
614 752-8967

Mr. Mario Tonti
[Redacted]
Cleveland, OH 44124

[Redacted]

Ms. Teri Worthington
Lake County Department of HS
177 Main Street
Painesville, OH 44077
216 350-4274

SOUTH CAROLINA

Mr. George Bullwinkle
Chair South Carolina United Way
Senior VP of Retail Electric SCENE
192 Columbia
Columbia, SC 29218
803 748-3429
803 748-3336 (fax)

Dr. Dolly Adams
Supervisor
Women's Missionary Society
AME Church
2420 Bermuda Hill Road
Columbia, SC 29223
803 699-8935

Ms. True Applegate
Liaison to the United Way Board of SC
40 King Street
Charleston, SC 29401
803 722-8168
803 577-9113 (fax)

Ms. Sue Berkowitz
Legal Services Association
P.O. Box 7187
Columbia, SC 29202
803 777-0082

The Honorable William Byars
5th Circuit Family Court Judge
Kershaw County Courthouse
Camden, SC 29020
803 425-1518
803 425-1942 (fax)

Mr. James Clark
State Director
South Carolina Department of Social
Services
P.O. Box 1520
Columbia, SC 29202-1520
803 734-5760

Reverend J.H. Cokley
President
One Church, One Child, Inc.
P.O. Box 4392
2346C Two Notch Road
Columbia, SC 29240
803 929-2590

Dr. Charles M. Daly
Deputy State Director for Program
Policy and Oversight
SC Department of Social Services
PO Box 1520
Columbia, SC 29202-1520
803 734-5880
803 734-5597 (fax)

Mr. Morgan Denney
Deputy State Director
Fiscal and Information Management
P.O. Box 1520
Columbia, SC 29202-1520
803 734-6222

The Honorable Ernest A. Finney Jr.
Chief Justice
SC Supreme Court
1231 Gervais Box 11330
Columbia, SC 2921
803 734-1080
803 773-3113 (fax)

The Honorable John Felder
Representative
House of Representatives
P.O. Box 11867
Columbia, SC 29211
803 734-2402

Mr. Charles Hayes
CPO/President
United Way of South Carolina
Suite 307
2711 Middleburg Drive
Columbia, SC 29204
803 929-1000

Kathleen Hayes, Ph.D.
Program Director
South Carolina Families for Kids
Suite 307
2711 Middleburg Drive
Columbia, SC 29204
803 969-1006
803 779-4160 (fax)

Mr. James McLawhorn
Executive Director
Urban League of the Midlands
P.O. Drawer J
Columbia, SC 29250-0125
803 799-8150

Ms. Gwen Powers
State Director
SC Health & HS Finance Committee
POB 8206
Columbia, SC 29202-8206
803 253-6100
803 253-4137 (fax)

WASHINGTON

Ms. Barbara Fenster
Communications Manager
Washington State Families for Kids
P.O. Box 15190
Seattle, WA 98115
206 524-6020

Mr. Larry Gossett
Council Member
Metropolitan King County Council
King County Court House
516 3rd Avenue, Room 1200
Seattle, WA 98104
206 296-1010
206 296-0198 (fax)

Ms. Marie Jamieson
Project Director
Washington State Families for Kids
P.O. Box 15190
Seattle, WA 98115
206 524-6020
206 527-6067 (fax)

The Honorable Jeanine Long
Senator
Senate Human Services Chair
106B Institutions Building
Olympia, WA 98504
360 786-7686
360 786-7173 (fax)

Ms. Ruth Massinga
Chief Executive Officer
The Casey Family Program
1300 Dexter Avenue North
Seattle, WA 98109
206 282-7300
206 282-3555 (fax)

Ms. Lee Ann Miller
Assistant Attorney General
1125 Washington Street, SE
Olympia, WA 98504-0100
360 753-6200
206 389-2079 (fax)

The Honorable Kathleen O'Connor
Judge
Spokane County Superior Court
1116 West Broadway
Spokane, WA 99260
509 456-4707
509 456-5714 (fax)

Ms. Rosie Oreskovich
Assistant Secretary
Department of Social and Health Services
Children's Administration
P.O. Box 45040
Olympia, WA 98504-5040
360 902-7821
360 902-7848 (fax)

Ms. Sharon Osborne
President/CEO
Children's Home Society of Washington
P.O. Box 15190
Seattle, WA 98115
206 524-6020
206 527-6067 (fax)

The Honorable Julian Pinkham
Judge
760 North Oldenway Road
Toppenish, WA 98948
509 865-5121
509 865-3690 (fax)

Mr. Lyle Quasim
Secretary
Department of Social and Health Services
P.O. Box 45010
Olympia, WA 98504-5010
360 902-7800
360 902-7848 (fax)

Mr. John Schlatter
Deputy Director of Research
Washington State House Republican Caucus
JLOB Building; Room 408
P.O. Box 40600
Olympia, WA 98504
360 786-7698
360 786-7280 (fax)

The Honorable Kip Tokuda
Representative
Washington State House of Representatives
4716 Rainier Avenue South; Suite B
Seattle, WA 98118
206 721-4216 (phone & fax)

Ms. Gwendolyn Townsend
Executive Director
One Church, One Child
of Washington State
451 SW 10th Street
Renton, WA 98055
206 235-4772
206 235-4863 (fax)

Mr. Bill Valiz
ICW Director
Puyallup Tribe of Indians
2002 East 28th Street
Tacoma, WA 98404
206 593-0242
206 572-5913 (fax)

Ms. Nancy Zahn
Department of Social and Health Services
P.O. Box 45010
Olympia, WA 98504-5010
425 339-4776
425 339-3968 (fax)

NATIONAL GUESTS

Ms. MaryLee Allen
Children's Defense Fund
25 E Street NW
Washington, DC 20001
202 628 8787
202 662 3510 (fax)

Ms. Shirley Marcus Allen
Deputy Director
Child Welfare League of America
440 First Street, NW
Washington, DC 20001
202 638-2952
202 638-4004 (fax)

Ms. Ruth Amerson
Program Administrator
Another Choice for Black Children
713 Wall Street
Sanford, NC 27330
919 774-3534
910 776-0702 (fax)

Ms. Cindy Sesler Ballard
Director
Coalition of Community Foundations
For Youth
1055 Broadway
Kansas City, MO 64105
816 842-4246
816 842-7907 (fax)

Ms. Ezell Battle
Executive Director
One Church One Child - Washington
425 Farragut St. NW
Washington, DC 20011
202 882-4858
202 638-4468 (fax)

Ms. Elizabeth Bartholet
Harvard Law School
422 Hauser Hall
1575 Massachusetts Avenue
Cambridge, MA 02138
617 495-3128
617 496-2833 (fax)

David M. Beasley
Mrs. Mary Wood Beasley
P.O. Box 11369
Columbia, SC 29211

Ms. Cassie Bevans
Professional Staff
Committee on Ways and Means
US House of Representatives
Room B-317 Rayburn HOB
Washington, DC 20510
202 225-1025
202 225-9480 (fax)

The Honorable Connie Binsfield
Lt. Governor
State of Michigan
P.O. Box 30013
Lansing, MI 48909
517 373-6800
517 335-6763 (fax)

Ms. Barbara Bowman
President
Erikson Institute
420 North Wabash
Chicago, IL 60611
312 285-1319
312 755-2250 (fax)

Mr. James Cadwell
Native American Child and Family
Resource Center
1315 East Wells Avenue
Pierre, SD 57501-3964
605 945-2836

The Honorable Dave Camp
Representative
137 Cannon House Office Building
Washington, DC 20515-2204
202 225-3121

Ms. Ellen Carey
Adoption Specialist
Children's Bureau
US Department of H&H Services
Room 2070; 330 C Street, SW
Washington, DC 20201
202 205-8622
202 260-9345 (fax)

The Honorable John Chafee
Senator
505 Senate Dirksen Office Building
Washington, DC 20510-3902
202 224-2921

The First Lady Hillary Rodham Clinton
The White House
1600 Pennsylvania Avenue
Washington, DC 20500
202 456-6266
202 456-6244 (fax)

Ms. Dolores Colmenero
Director, Child Protective Services
Texas Department of Protective
& Regulatory Services
Mail Code E-557
P.O. Box 149030
Austin, TX 78714-9030
512 438-3313
512 438-3394 (fax)

[00]

Mr. Terry Cross
Director
National Indian Child Welfare Association
Suite 201; 3611 SW Hood Avenue
Portland, OR 97201-4308
503 222-4044
503 222-4007 (fax)

Dr. Gary Crow
Executive Director
Lorain County Children's Services Board
226 Middle Avenue
Elyria, OH 44035
216 329-5340
216 329-5378 (fax)

Mrs. Letha Crow
P6/(b)(6)
Elyria, OH 44035
P6/(b)(6)

Ms. Ada Deer
Assistant Secretary
Indian Affairs
1849 C Street; NW; MS 4140
Washington, DC 20240

The Honorable Mike DeWine
Senator
140 Senate Russell Office Building
Washington, DC 20510-3503
202 224-2315
202 224-6519 (fax)

Mr. Peter Digre
Director
Department of Children & Family Services
County of Los Angeles
425 Shatto Place
Los Angeles, CA 90020
803 734-5880
803 734-5597 (fax)

Mr. Leonard Dunston
National President
National Association of Black Social
Workers
36 Stone Avenue
White Plains, NY 10603
914 428-5590 (phone & fax)

Jatrice Martel Gaiter, Ph.D.
National Executive Director
SOS Children's Villages-USA
1010 Pendleton Street
Alexandria, VA 22314
703 683-9020
703 683-9019 (fax)

Mr. Michael Faenza
President/CEO
National Mental Health Association
1021 Prince Street
Alexandria, VA 22314-2971
703 684-7722
703 838-7529 (fax)

Mr. Rodney D. Foxworth
Project Manager, City Halls &
Community Organizations
1301 Pennsylvania Avenue, N.W.
Washington, DC 20004-1701
202 626-3030
202 626-3043 (fax)

The Honorable Hal Gaither
Judge
304th District Court Juvenile
Justice Center
2600 Lone Star Drive
Dallas, TX 75212
214 698-4936
214 698-5553 (fax)

Mayor Rudolph W. Giuliani
Mayor of the City of NY
Mrs. Donna Hanover Giuliani
City Hall
New York, NY 10007
212 266-2255
212 266-3450 (fax)

Ms. Olivia Golden
Director
Administration on Children
Youth & Families
330 C Street SW; Room 2026
Washington, DC 20201
202 205-8347

The Honorable Bill Graves
Governor
Mrs. Linda Graves
Capitol Building, Second Floor
Topeka, KS 66612-1590
913 296-2784
913 296-7973 (fax)

Mr. Moses Gray
Director
The Multicultural Network, Inc.
1631 West Kessler Boulevard
Indianapolis, IN 46208-1954
317 253-1918 (phone & fax)

Ms. Sarah Greene
Executive Director
NHSA
1651 Prince Street
Alexandria, VA 22314
703 739-0875
703 739-0878 (fax)

Dr. Edward Hailes
Deputy Staff Director
US Civil Rights Commission
624 9th Street, NW - Suite 553
Washington, DC 20425
202 376-7417
202 376-7558 (fax)

The Honorable Eugene Hamilton
Chief Justice
DC Superior Court
500 Indiana Avenue, NW; Room 3500
Washington, DC 20001
202 774-9790
202 879-1010 (fax)

Mr. Wilfred Hamm
Director of Program Operations Division
U.S. Department of Health
and Human Services
Children's Bureau
Switzer Bldg; 320 C Street, SW
Room 270
Washington, DC 20201
202 205-8618
202 260 9345 (fax)

Ms. Marva Livingston Hammons
Director
Families Independence Agencies
Grand Tower; 15th Floor
235 S. Grand Avenue POB 30037
Lansing, MI 48909
517 373-2000
517 373-8471 (fax)

Mr. Mark Hardin
Director of Child Welfare
ABA - Center on Children and the Law
740 15th Street, NW
Washington, DC 20005
202 662-1750
202 662-1755 (fax)

Mr. Ron Haskins
Staff Director
Committee on Ways & Means
US House of Representatives
Room B-317, Rayburn Building HOB
Washington, DC 20515
202 225-1025
202 225-9480 (fax)

Dr. Dorothy Height
President
National Council of Negro Women
633 Pennsylvania Avenue, NW
Washington, DC 20004
202 737-0120
202 737-0476 (fax)

**PHOTOCOPY
PRESERVATION**

CLINTON LIBRARY PHOTOCOPY

[001]

Mr. Wade Henderson
Executive Director
Leadership Conference on Civil Rights
1629 K Street, NW
Washington, DC 20006
202 466-3311
202 466-3435 (fax)

Dr. Robert Hill
Director-Institute for Urban Research
Morgan State University, Armory Cold
Spring Lane & Hillen Road
Room 204
Baltimore, MD 21239
410 319-3004
410 319-3718 (fax)

Mr. A. Sidney Johnson
Executive Director
American Public Welfare Association
810 First Street, NE, Suite 500
Washington, DC 20002-4267
202 682-0100
202 289-6555 (fax)

Ms. Linda Katz
Regional Specialist
Washington State Families for Kids
Lutheran Social Services of Washington
& Idaho
6920 220th Street, SW
Mountlake Terrace, WA 98043
206 672-6009
206 670-1601 (fax)

The Honorable Barbara B. Kennelly
Representative
201 Cannon House Office Building
Washington, DC 20515-0701
202 225-2265

Ms. Jennifer Klein
Senior Policy Analyst
The White House
1600 Pennsylvania Avenue
Washington, DC 20500
202 456-2599
212 456-6244 (fax)

Mr. & Mrs. Ritchie and Patricia Landrum

P6/(b)(6)

Greer, SC 29651

P6/(b)(6)

Ms. Jo Ann Lawer
Deputy Secretary
Office of Children, Youth & Families
Commonwealth of Pennsylvania
P.O. Box 2675
131 Health & Welfare Building
Harrisburg, PA 17015
717 787-4756
717 787-0414 (fax)

Mr. Michael Levine
Program Officer
Carengie Corporation of New York
437 Madison Avenue
New York, NY 10022
718 371-3200
718 754-4073 (fax)

Ms. Beverly Levy
Executive Director
Dallas Court Appointed Special
Advocates
2816 Swiss Avenue
Dallas, TX 75204
214 827-8961
214 827-8973 (fax)

Mr. David Liederman
Executive Director
Child Welfare League Of America
Suite 310 440 First Street,
Washington, DC 20001
202 638-2952
202 638-4004 (fax)

Mr. Ernesto Loperena
Executive Director
New York Council on Adoptable Children
666 Broadway
New York, NY 10012
212 475-0222
212 475-1972 (fax)

Mr. William Lucy
President
Coalition of Black Trade Unionists
P.O. Box 66268
Washington, DC 20035
202 429-1203
202 429-1102 (fax)

Ms. Judith McKenzie
Executive Director
Spaulding for Children National Resource
Center for Special Needs Adoption
16250 Northland Dr. Suite 120
Southfield, MI 48075
810 443-7099

Ms. Roseline McKinney
Executive Director
Delta Sigma Theta Sorority, Inc.
1707 New Hampshire Avenue, N.W.
Washington, DC 20009
202 986-2400
202 986-2513 (fax)

Ms. Evelyn Moore
Executive Director
National Black Child Development Institute
Suite 600; 1023 15th Street, NW
Washington, DC 20005
202 387-1281
202 234-1738 (fax)

Dr. Randall Morgan
President
National Medical Association
1012 10th Street, NW
Washington, DC 20001
202 347-1895
202 842-3293 (fax)

Dr. Ernest Nunez
President
Multicultural Service Center
6733 Sepulveda Boulevard; Suite 251
Los Angeles, CA 90045
310 410-9301
310 410-2379 (fax)

Ms. Deborah Phillips
Director
Board on Children & Families
2101 Constitution Avenue NW
Harris Building, Room 156
Washington, DC 200418
202 334-1935
202 334-3829 (fax)

Dr. Fred Phillips
President
National Association of Black Psychologists
c/o Progressive Life Center
1123 11th Street, NW
Washington, DC 20001
202 842-4570

Dr. Karabelle Pizzigati
Director Public Policy
Child Welfare League of America
440 First Street, NW
Washington, DC 20001
202 638-2952
202 638-4004 (fax)

Mr. Henry Ponder
President
National Association for Equal
Opportunity in Higher Education
400 12th Street, NE
Washington, DC 20002
202 543-9111
202 543-9113 (fax)

Ms. Barbara Pryor
Legislative Assistant to
John D. Rockefeller
109 Senate Hart Office Building
Washington, DC
202 224-3121

Ms. Nicole Rabner
The White House
1600 Pennsylvania Avenue
Washington, DC 20500
202 456-6266
202 456-6244 (fax)

**PHOTOCOPY
PRESERVATION**

Mr. Richard Richardson
Executive Director
Children's Services of Roxbury, Inc.
2406 Washington Street
Roxbury, MA 02119
617 445-6655
617 427-7106 (fax)

The Honorable John D. Rockefeller
Senator
109 Senate Hart Office Building
Washington, DC 20510-4802
202 224-3121

Ms. Betsy Rosenbaum
Director
Family and Child Services
American Public Welfare Association
810 First Street, NE
Washington, DC 20002-4267
202 682-0100
202 289-6555 (fax)

Mr. Bernard Ryan
Senior Counsel
Washington State Senate
POB 40482
Olympia, WA 98504-0482
360 786-7951
360 786-7020 (fax)

Mr. Shane Salter
Deputy Director
For Love of Children
1711-A 14th Street, NW
Washington, DC 20009
202 462-8686
202 797-2198 (fax)

Mr. Samuel Sava
Executive Director
National Association of Elementary
School Principals
1615 Duke Street
Alexandria, VA 22314
703 684-3345
703 548-6021 (fax)

Yvonne Scruggs, Ph.D.
Executive Director
Black Leadership Forum, Inc.
1090 Vermont Avenue, NW; Suite 1100
Washington, DC 20005
202 789-1940
202 789-6390 (fax)

Mr. Samuel J. Simmons
President
National Caucus and Center
on Black Aged, Inc.
1424 K Street, NW; Suite 500
Washington, DC 20005
202 637-8400
202 347-7095 (fax)

Ms. Faith Smith
President
NAES College
2838 West Peterson
Chicago, IL 60659
312 761-5000
312 761-3808 (fax)

Ms. Marilyn Smith
Executive Director
NAEYC
1509 16th Street, NW
Washington, DC 20036-1426
202 232-8777
202 328-1846 (fax)

Ms. Karen Spar
Specialist in Social Legislation
Congressional Research Service
Library of Congress
Room LM 320; James Madison
First and Independence SE
Washington, DC 20540-7440
202 707-5000
202 707-7338 (fax)

Mr. Gary Stangler
Director
Missouri Department of Social Services
Broadway Building; 221 West High Street
Jefferson City, MO 65101
314 751-4815
314 751-3203 (fax)

Ms. Donna Starr
Health & Human Services Director
Muckleshoot Tribe of Indians
39015 172nd S.E.
Auburn, WA 98002
206 939-3311
206 939-5311 (fax)

Dr. Zollie Stevenson, Jr.
Director, Student Assessment
Baltimore City Public Schools
200 E. North Avenue, Room 203
Baltimore, MD 21202
410 396-8962
410 396-8627 (fax)

Ms. Sharon Stokes
Interim President
National Association of Child Advocates
1522 K Street, NW, Suite 600
Washington, DC 20005
202 289-0777
202 289-0776 (fax)

The Honorable Evelyn Stratton
Judge
Supreme Court of Ohio
30 E. Broad
Third Floor
Columbus, OH 43266
614 466-2926
614/728-2021 (fax)

Ms. Helen Hollingshed Taylor
Associate Commissioner
Head Start Bureau
PO Box 1182
Washington, DC 20013
202 205-8572
202 260-9336 (fax)

Mr. Dave Thomas
The Dave Thomas Foundation
for Adoption
4288 West Dublin Granville Road
Dublin, OH 43017
614 764-3319
614 766-3919 (fax)

Reverend Wayne Thompson
Vice President
National Baptist Convention, Inc.
National One Church One Child
3144 3rd Avenue
St. Petersburg, FL 33712
813 323-7518
813 578-1532 (fax)

Mr. Rocky Twyman
President
Rocky's PR Miracles
11116 Weatherburn Place
Gaithersburg, MD 20879
301 916-1962

Ms. Melanne Verveer
Chief of Staff
Office of the First Lady; White House
Old Executive Office
17th Street & Pennsylvania Avenue, NW
Washington, DC 20500
202 456-6266
202 456-6244 (fax)

The Honorable Joan Wagon
Mayor - Topeka
City Hall
Topeka, KS 66603
913 354-4663

Professor Clarice Walker
School of Social Work
Howard University
601 Howard Place, NW
Washington, DC 20059
202 806-7300

[001]

Ms. Nancy Ware
Executive Director
Rainbow/PUSH Coalition
1700 K Street, Suite 802
Washington, DC 20006
202 333-5204
202 466-4871 (fax)

Ms. Anna White

P6/(b)(6)

Greer, SC 29651

P6/(b)(6)

Dr. Roger Wilkins
Professor
George Mason University- Robinson
Professors
MSN 1D6
Fairfax, VA 22030-4444
703 993-2171
703 993-2162 (fax)

Ms. Carol Williams
Associate Commissioner
Children's Bureau;
US Department of H&H Services
Room 2070; 330 C Street, SW
Washington, DC 20201
202 205-8622
202 260-9345 (fax)

Dr. Harley Wilson
President
Maryland Baptist State Convention
c/o Israel Baptist Church
1220 N. Chester St.
Baltimore, MD 410 732-1516
410 732-7076

Ms. Marian Wright-Edelman
President
Children's Defense Fund
25 E. Street, NW
Washington, DC 20001
202 662-3547
202 662-3560 (fax)

Mr. Fred Wulczyn
Research Fellow
The Chapin Hall Center for
Children
University of Chicago
Chicago, IL 60637
773 753-5900
773 753-5940 (fax)

CONSULTANTS

Ms. Kathy Bonk
Communications Consortium
1200 New York Avenue, NW
Washington, DC 20005
202 326-6767
202 68-2154 (fax)

Mr. Don Duquette
Child Advocacy Law Clinic
University of Michigan Law School
313 Legal Research Building
Ann Arbor, MI 48109-1215
313 763-5000
313 647-4042 (fax)

Ms. Eleanor Hinton-Hoytt
Communications Consortium
1200 New York Avenue, NW
Washington, DC 20005
202 326-6700
202 682-2154 (fax)

Ms. Jacquelyn Kidd
North American Council
on Adoptable Children
970 Raymond Avenue, #106
St. Paul, MN 55414
612 644-3036
612 644-9848 (fax)

Mr. Joe Kroll
North American Council
on Adoptable Children
970 Raymond Avenue, #106
St. Paul, MN 55414
612 664-3036
612 644-9848 (fax)

Ms. Nora O'Connell
Communications Consortium
1200 New York Avenue, NW
Washington, DC 20005
202 326-8700
202 682-2154 (fax)

Ms. Suellyn Scarneechia
Child Advocacy Law Clinic
University of Michigan Law School
313 Legal Research Building
Ann Arbor, MI 48109-1215
313 763-5000
313 647-4042 (fax)

Ms. Gila Shusterman
Walter R. McDonald
& Associates, Inc.
12300 Twinbrook Parkway
Suite 310
Rockville, MD 20852
301 881-2590
301 881-0096 (fax)

Ms. Jeri Spann
Spann Publications Consulting
6957 Edgerton Avenue
Pittsburgh, PA 15208
412 363-5677
412 441-4888 (fax)

Ms. Charlotte Vick
Asst. Executive Director
North American Council on Adoptable
Children
970 Raymond Avenue
Suite 106
St. Paul, MN 55114-1149
612 644-3036
612 644-9848 (fax)

Ms. Jeanette Wiedemeier-Bower
North American
Council on Adoptable Children
970 Raymond Avenue
Suite 106
St. Paul, MN 55114-1149
612 644-3036
612 644-9848 (fax)

Ying-Ying Yuan, Ph.D.
Walter R. McDonald & Associates, Inc.
Suite 310
12300 Twinbrook Parkway
Rockville, MD 20852
301 881-2590
301 881-0096 (fax)

W.K. Kellogg Foundation Staff
One Michigan Avenue East
Battle Creek, MI 49017-4058
616 968-1611
616 968 0413

Valora Washington, Ph.D.
Program Director
Families for Kids

Mr. Patrick Babcock
Program Director Health & Public Policy

Ms. Jean Kehoe
Executive Secretary
Youth & Education

Mrs. Karen Lake
Director of Communications

Dr. Anne Petersen
Senior Vice President

Mr. Tom Reis
Director of Marketing & Dissemination

Ms. Paula Sammons
Executive Secretary
Youth & Education

Ms. Carole A. Smith
Administrative Assistant
Special Initiatives
Youth & Education

Mr. Paul VanderVelde
Program Director-Youth

Mrs. Connie Vunovich
Conference & Meetings Planner

**PHOTOCOPY
PRESERVATION**

Session Number One - Room 12

Thursday, June 26, 1997

1:30 - 3:30 p.m.

"Taking Action to Achieve Permanency for Kids"
Putting State Policy and Legislative Frameworks in Place

Session Description:

True system reform in child welfare services requires a fundamental paradigm shift away from programs and policy developed to suit specific interest groups, agencies and funding sources towards services needed to assure all children find permanent homes. Eleven (11) Families for Kids communities, funded by the W.K. Kellogg Foundation, have encouraged policy makers and legislators to make this shift by establishing a clear vision of permanency for all foster children and specific goals that improve the child's stability and reduce the child's time spent in foster care.

Panelists in this session will address those policy and legislative issues that most clearly support the type of reforms necessary to institutionalize improved outcomes for children.

Learning Objectives: Session participants will learn the following:

- Reasonable Efforts
- Court Management
- Enforcing Timeframes
- Permanency Options in statute & policy

Moderators:

Kathleen Hayes, South Carolina Families for Kids

Sara Anderson Mims, North Carolina Families for Kids

Presenters:

Mark Hardin, *Director, Child Welfare, American Bar Association, Center on Children and the Law, Washington, DC*

Ron Haskins, *Staff Director - Subcommittee on Human Resources, U.S. House of Representatives, Committee on Ways and Means, Washington, DC*

Cassie Bevan, *Staff Professional Assistant - Subcommittee on Human Resources, U.S. House of Representatives, Committee on Ways and Means, Washington, DC*

Barbara Pryor, *Legislative Assistant to Senator John D. Rockefeller (D-WV), Washington, DC*

Judy McKenzie, *Executive Director, Spaulding for Children, Southfield (Detroit), MI*

Session Number Two - Room 13

Thursday, June 26, 1997

1:30 - 3:30 p.m.

"Building Blocks for Permanence"

*The movement to restructure or privatize child welfare services.
Will these efforts ensure permanency for children?*

Session Description:

A number of states are restructuring their child welfare services as a way to support reform and provide better permanency options for children. Major examples include the transferring of child welfare services to the private sector through an outcomes-based contractual agreement, privatization of state agencies, or the partial or full combining of mental health, social services and/or public health departments at the state or local level. A critical factor for consideration is how these new structures will impact permanency, casework decisions, and costs.

Learning Objectives: Session participants will learn:

- Public/Private Sector Roles
- Managed Care Integrated
- Children's Services

Moderators:

Wendy Lewis Jackson, Kent County, Michigan Families for Kids

Antoinette Nelson, New York City Families for Kids

Rita Wolf, Kansas Families for Kids

Presenters:

Teresa Markowitz, *Commissioner of Children and Family Services, State of Kansas, Topeka, KS*

Karabelle Pizzigati, *Director of Public Policy, Child Welfare League of America, Washington, DC*

Gary Crow, *Executive Director, Lorain County Children Services, Elyria, OH*

Michael Weekes, *Deputy Commissioner for Quality Management & Program Development, Massachusetts Department of Social Services, Boston, MA*

Session Number Three - Room 14

Thursday, June 26, 1997

1:30 - 3:30 p.m.

"Funding Mechanisms for Outcome-based Systems"

Innovative alternatives are addressing reduced mainstream funding.

How are states developing new resources?

Session Description:

Public agencies are exploring new methods to involve private agencies in the delivery of child welfare services. Panelists will describe a spectrum of options from small purchase of service contracts to system wide managed care. What are the advantages and disadvantages of various approaches? What safeguards should decision makers have in place before they move into a privatization of services or contracting out of services? How are outcomes measured?

Learning Objectives: Session participants will learn:

- Managed Care
- Outcome-based Contracts
- New approaches to IV-E & IV-B Federal Funding Waivers

Moderators:

Marie Jamieson, Washington Families for Kids

Renay Sanders, Ohio Families for Kids

Presenters:

Isaac Palmer, *Deputy Director, Office of Family and Children Services, Ohio
Department of Human Services, Columbus, OH*

Fred Wulczyn, *Research Fellow, Chapin Hall Center for Children, the University of
Chicago, Chicago, IL*

Chuck Harris, *Chief of Children's Services, Division of Social Services, Raleigh, NC*

MaryLee Allen, *Director of Child Welfare and Mental Health, Children's Defense
Fund, Washington, DC*

Session Number Four - Room 15

Thursday, June 26, 1997

1:30 - 3:30 p.m.

Promising Practice Solutions: "Early Interventions"

Innovative solutions that include intervention before children are removed from their family, reducing foster care drift and identifying critical cultural issues

Session Description:

Prevention and intervention measures to reduce the length of time children lack permanence are helping to reshape child welfare as we know it. Family involvement and child centered decision making are critical to reforming child welfare systems. This session will discuss innovations in family group conferencing, kinship care and concurrent planning and critical culture considerations.

Learning Objectives: Session participants will learn:

- Kinship Care Models
- Concurrent Planning
- Family Decision-making Conference
- Family Advocacy

Moderators:

Jacquelyn Kidd, North American Council on Adoptable Children, St. Paul, MN

Linda West, Mississippi Families for Kids

Gary Walsh, Montana Families for Kids

Presenters:

Linda Katz, Program Director, Lutheran Social Services of Washington and Idaho, Mountlake Terrace (Seattle), WA

Veneese Chandler, Executive Director, Family Outreach Center, Grand Rapids, MI

Ernesto Loperena, Executive Director, New York Council on Adoptable Children, New York, NY

Session Number Five - Room 16

Thursday, June 26, 1997

1:30 - 3:30 p.m.

Promising Practice Solutions: "The Backlog Blitz"
The end result: Movement into permanent families.
How best can we achieve this outcome?

Session Description:

This session will identify system change strategies designed to eliminate the backlog. The presenters will share how important families are to the success of moving children into permanence. From specialty agencies to one casework team to advocating for policy changes, these presenters will offer solutions that work.

Learning Objectives: Session participants will learn:

- The End Result: Movement into Permanent Families
- How Best to Achieve This Outcome

Moderators:

Joe Kroll, North American Council on Adoptable Children, St. Paul, Minnesota

Brenda Gadson, Massachusetts Families for Kids

Karen Abman, Pima County, Arizona Families for Kids

Presenters:

Ruth Amerson, *Program Administrator, Another Choice for Black Children, Inc., Sanford (Raleigh), NC*

Kim Stevens, *Family Advocacy Coordinator, Massachusetts Families for Kids, Boston, MA*

Polly Pfeuffer, *Permanency Planning Specialist, Arizona Department of Economic Security, Administration for Children, Youth and Families, Tucson, AZ*

BIOGRAPHIES OF PRESENTERS

MaryLee Allen

MaryLee Allen is the Director of the Child Welfare and Mental Health Division for the Children's Defense Fund (CDF), and in that role has primary responsibility for CDF's programmatic and policy work in the areas of family support, family preservation and a range of other services and supports for vulnerable children and families. Ms. Allen has played a leadership role in the development, passage, and implementation of major child welfare and children's mental health reforms over the past decade and currently co-chairs a coalition of national child welfare, mental health, and juvenile justice organizations seeking to improve services for abused and neglected children and others with special needs. She is co-author of two major CDF reports, *Helping Children by Strengthening Families: A Look at Family Support Programs* and *Children Without Homes*, as well as numerous articles and presentations.

Ruth Amerson

Ruth Amerson founded and served as program administrator for Another Choice for Black Children, Inc. (the state's first adoption agency focused on finding adoptive homes for African American and special needs children). She directed and successfully implemented three federal grant projects, in addition to securing funding from public and private foundations, enhance adoptive placements of African-American children. In addition she hired and supervised staff, conducted performance appraisals as outlined by state policy. Another Choice has been successful in placing 125 children since they opened their doors.

C. Patrick Babcock

C. Patrick Babcock is the director of public policy at the W.K. Kellogg Foundation in Battle Creek, Michigan.

Mr. Babcock also serves as a program director where he is the director of Comprehensive Community Health Models of Michigan, a Foundation initiative to become partners with three Michigan communities that want to reform their health care systems.

Mr. Babcock has a long career of service with the state of Michigan, and has held several leadership positions with human service agencies. Before joining the Foundation, he directed the Michigan Department of Social Services. Prior to that he headed the Michigan Department of Mental Health and the Michigan Department of Labor.

His governmental career spanned 20 years and several Democratic and Republican administrations. His other roles with the state included adviser and administrator of programs related to aging services, substance abuse, and legislative affairs.

Carol "Cassie" Statuto Bevan

Carol "Cassie" Statuto Bevan received her doctorate in Child Development from Columbia University. She completed a Post-Doctoral Fellowship in the Bush Program for Child Development and Social Policy at the University of Michigan. Dr. Bevan went to Washington, D.C. on a Congressional Science Fellowship under the auspices of the Society for Research in Child Development and the American Association for the Advancement of Science. Upon completion of this Fellowship, she joined the Family Impact Seminar at Catholic University of America in Washington, D.C. In 1984, she went to the U.S. House of Representatives to work for the newly established Select Committee on Children, Youth, and Families and after several years became the Republican Staff Director. Cassie joined the National Council for Adoption in 1993 to become the Principal Investigator of the Child Protection Project and to head the Council's Office of Public Policy. Currently, Dr. Bevan is a Professional Staff Member of the Subcommittee on Human Resources of the Committee on Ways and Means in the U.S. House of Representatives.

Judge William R. Byars, Jr.

Judge William Byars, Jr. was elected and has served as the Family Court Judge for the Fifth Judicial Circuit in South Carolina since 1989. He serves as the Chief Administrative Judge with administrative responsibility over a circuit serving approximately 400,000 people. He has taken an active interest in helping to streamline the legal, court and child welfare systems and to make them more child centered. His work in facilitating coordination of services between families, courts, state and private helping agencies is widely noted and respected in the state.

Veneese Chandler

Ms. Veneese Chandler is the Executive Director and CEO of Family Outreach Center, a not for profit, comprehensive family service agency in the city of Grand Rapids, MI. Under her leadership, this agency has grown from a single-focused outpatient mental health program to a multifaceted comprehensive agency whose services include: outreach counseling to families at risk of having their children removed due to abuse or neglect; culturally specific parenting initiatives; and the Families for Kids - Family and community Compact to reduce the number of children of color entering foster care in Kent County. Prior to joining the Center, she worked as a Coordinator of Prevention and Education at the Advisory Center for Teen, and the Director of Special Services for Continuing Education Students at Aquinas College.

First Lady Hillary Rodham Clinton

The Honorable Hillary Rodham Clinton served as First Lady of Arkansas for twelve years. She graduated from Yale Law School, where she served on the Board of Editors of the *Yale Review of Law and Social Action*. In 1973, Hillary became a staff attorney for the Children's Fund. A year later, she joined the Impeachment Inquiry staff of the Judiciary Committee of the U.S. House of Representatives to work on the Watergate impeachment proceedings. She married Bill Clinton in 1975. They both were professors at the University of Arkansas at Fayetteville.

Gary Crow

Gary Crow is the Executive Director of Lorain County Children's Services (LCCS) in Elyria, Ohio, part of the nine-county Ohio Families for Kids consortium. In the two years he has been working at LCCS, Gary's accomplishments include closing a substandard group home and channeling the funding into expansion of the number of caseworkers and upgrades in their skills. He has also expanded parent education, mental health and substance abuse treatment programs available to biological parents.

Kevin Fitzgerald

Kevin Fitzgerald is director of North Carolina's Division of Social Services and has responsibilities of Work First, Governor Jim Hunt's Welfare Reform Initiative, Child Support Enforcement, Adult Services and Child and Family Services. Prior to working at the state level, Kevin spent nearly ten years in county management.

Mayor Rudolph W. Giuliani

In the three years that Rudolph Giuliani has been Mayor of New York City, he has placed a strong emphasis on children's issues by initiating reforms in both child welfare and education. In 1997, Mayor Giuliani created a new agency for children called the Administration for Children's Services (ACS) to solve many of the problems that plagued New York City's past children's agencies. ACS has placed an emphasis on reviewing investigative procedures and reducing the backlog of children waiting to be adopted. A recent *New York Times* article noted that a record number of New York City foster children would be adopted this fiscal year because of recent efforts to achieve this. ACS is one of 11 Kellogg Families for Kids grantee sites.

Olivia Golden

Olivia Golden, is Acting Assistant Secretary for Children and Families in the U.S. Department of Health and Human Services. She directs the activities of HHS' Administration for Children and Families. She has served since 1993 as Commissioner on Children, Youth and Families. Before coming to HHS, she was director of programs and policy for the Children's Defense Fund in Washington, D.C.

Bill Graves

The Honorable Bill Graves is the 43rd Governor of Kansas. He is a native of Salina. He served two terms as Secretary of State. Governor Graves' emphasis during the first two years of his administration has been on lowering taxes, common sense regulation and sound fiscal management.

Kevin Green

Kevin is a 19-year-old former foster child. He is a founding member of the SUN Team (Speak Up Now), which was formed in 1995 through a grant from Mississippi Families for Kids. The SUN Team enables youth who have grown up in the child welfare system to share their experiences with others, so that no child will be left behind and have to grow up in the system.

Kevin is employed full-time by Wendy's Restaurants. He was chosen as the Mississippi Families for Kids 1996 Youth Advocate of the year, for his outstanding work with children in foster care.

Marva Livingston Hammons

Marva Livingston Hammons was appointed director of the Michigan Family Independence Agency by Governor John Engler January 20, 1997, effective February 18, 1997. Prior to that she was administrator/commissioner, New York City Human Resources Administration. She received her education at the University of Colorado at Denver, Rocky Mountain Program for Senior Executives in State and Local Government; the University of Utah Graduate School of Social Work, MSW, and The College of St. Catherine, St. Paul, Minnesota, B.A. Sociology.

Mark Hardin

Mark Hardin, is the director of Child Welfare for the ABA Center on Children and the Law in Washington, D.C. He conducts research, consults, and trains throughout the United States. He has worked in the field of child welfare and children's law for 22 years. Prior to coming to the ABA in 1980, he worked for the Oregon Permanency Planning Project at the Regional Research Institute for Human Services, Portland State University. Before that, he worked at the Family Law Center, Multnomah County Legal Aid Service in Portland, Oregon.

Chuck Harris

Chuck Harris is chief of Children's Services for the North Carolina Division of Social Services. His responsibilities include Family Preservation, Child Protective Services, Foster Care, and Adoptions. He believes the Families for Kids initiative provides the basic framework for future directors in children's services in the state. He has worked in the North Carolina Social Services system for the past 18 years, including 10 years at the county level.

Ron Haskins

Ron Haskins is the staff director for the Subcommittee on Human Resources of the Committee on Ways and Means, U.S. House of Representatives. Prior to this, he was the Republican Welfare Counsel for the Ways and Means Committee. Previously, he was a research professor at the University of North Carolina at Chapel Hill and a non-commissioned officer in the United States Marine Corps. After completing his undergraduate degree in history, Haskins obtained an M.A. in education and a Ph.D. in developmental psychology from the University of North Carolina at Chapel Hill.

Linda Katz

Linda Katz, is the co-author of the guidebook for child welfare agencies, Concurrent Planning, and the article, "Foster Care Drift: A Risk-Assessment Matrix." She does training on early permanency nationally and internationally, for Washington State's Families for Kids and Lutheran Social Services of Washington and Idaho. She is widely sought to do trainings nationally and internationally, in the area of permanency planning. She is one of the pioneers of early permanency goals for children.

Jo Ann R. Lawer

Ms. Jo Ann R. Lawer is the Deputy Secretary for Children, Youth and Families, Pennsylvania Department of Public Welfare. She oversees the department's efforts to protect children and support families, including the licensing and regulating of child care facilities, private adoption and foster care agencies and other family services. She directs the department's child abuse and neglect prevention efforts; and oversees the ten state-operated residential facilities for juvenile offenders. Ms. Lawer received a bachelor's degree in political science from Susquehanna University in 1972 and a juris doctorate from the Widener University School of Law in 1995.

Ernesto Loperena

Ernesto Loperena is the Executive Director of the New York Council on Adoptable Children, the first organization in New York City to declare that "Every child, no matter how old and regardless of physical, mental or emotional handicapping conditions of whatever race or creed, is adoptable." Since 1970 COAC has helped place over 2,100 children in permanent homes. His major contributions at COAC include the city-wide expansion of the African-American and Hispanic Child Adoption Program and his pioneering work in establishing New York City's first private adoption program for children orphaned by AIDS. Recently, he was appointed to the advisory board by New York City's Commissioner of Administration of Children's Services.

Teresa Markowitz

Teresa A. Markowitz, ACSE, is Commissioner of Kansas Children and Family Services and the Kansas Department of Social and Rehabilitation Services. During the past year, the department has privatized Family Preservation, Adoption and Foster/Group Care services.

Judith K. McKenzie

Judy has served as Executive Director of Spaulding for Children since 1978. She has provided the leadership for Spaulding as a comprehensive child welfare agency and national training organization. She provides consultation to agencies developing special needs adoption programs and has helped a number of agencies, projects and organizations develop new perspectives on services through strategic planning. Judy received her MSW degree from the University of Michigan.

Isaac R. Palmer

Isaac R. Palmer, is Deputy Director of the Office of Family and Children Services. He was recognized as Who's Who in Government in 1990. Isaac's office provides administrative support for county operated public children service agencies that operate Ohio's child protection, adoptions, foster care, licensing, child care, adult protection and domestic violence. Prior to becoming a deputy director in 1994, Isaac was the Executive Director of Montgomery County Children Services, Ohio's fourth largest county children services agency.

Pauline Pfeuffer

Since March of 1995, Pauline Pfeuffer has been the Arizona Department of Economic Security, Administration for Children, Youth and Families District II Permanency Planning Specialist. She received her B.S. from Central Michigan University. She has been a foster parent and is the adoptive parent of a son.

Judge Julian Pinkham

Judge Julian Pinkham is currently a Children's Court Judge with the Yakama Nation in central Washington state and has been an associate judge with the Yakama Nation since 1990. As a children's court judge, his jurisdiction includes termination of parental rights and dependency petitions. He is a member of the national board for Families for Kids, and a tribal elder and religious leader. In 1996, he was awarded an Advanced Kellogg Law Fellowship at the Child Advocacy Law Clinic of the University of Michigan Law School, during which time he developed "The Uniform Children's Code," guidelines to assist tribal courts in processing child abuse and neglect cases.

Karabelle Pizzigati

Karabelle Pizzigati is the Director of Public Policy at the Child Welfare League of America, Inc. She has dedicated her professional life to developing, analyzing, and administering programs and policies that serve children and families. Before joining CWLA in 1993, she served for 10 years, the last three as staff director, with the Select Committee on Children, Youth and Families of the U.S. House of Representatives, charged with assessing the condition of children and families and making policy recommendations to improve their health and well-being.

Barbara Pryor

Barbara is legal assistant to Senator Jay Rockefeller. She is responsible for advising and representing the senator on a wide range of issues, including education, job training, children's issues, Social Security, research and development including the National Science Foundation and general human services. Her responsibilities include developing legislation and organizing political strategies to enact more bills into laws. She received her BSFS from Georgetown University School of Foreign Service.

Shane Salter

Shane Salter is the Deputy Director of For Love of Children in Washington, D.C. He grew up in the foster care system of New York City and from the age of four to eighteen, Shane was shuffled to a series of foster homes, group homes, and an orphanage. Mr. Salter graduated from college and completed a successful career in the Navy and the Air Force Reserves. Before coming to For Love of Children, he served as a hospital administrator at Children's Hospital in Washington, DC and as the President of Salter Consulting Services. Shane is an adoptive parent and serves as President of the Board of Adoptive Families of America.

Kim Stevens

Kim Stevens is the Family Advocacy Coordinator for Massachusetts Families for Kids. Before this, she worked as a school-based mental health counselor for Brockton Family and Community Resources. She has been a MAPP (Model Approach to Partnerships in Parenting) trainer for adoptive families for the past eight years and has hands-on experience as the mother of six children, four of whom are adopted children. She received her M.Ed. from Cambridge College.

Valora Washington

Valora Washington, Program Director, W.K. Kellogg Foundation, Battle Creek, MI. Named one of *Working Woman* magazine's 25 most influential working mothers in 1997, she has led the Foundation in expanding community support for children and families for more than six years. Dr. Washington has developed and managed more than \$86 million in programs, including the Families for Kids Initiative, to reform the adoption and foster care systems in 11 states; a project to promote child care and school readiness; and a program to improve science education in low-achieving elementary schools. Educated at Michigan State University and Indiana University, Washington was vice president and professor at Antioch College in Ohio and held faculty positions at American University, Howard University and the University of North Carolina at Chapel Hill. She has authored six books and more than 40 other publications.

Michael Weekes

Michael D. Weekes is the deputy commissioner for Quality Management & Program Development at the Massachusetts Department of Social Services. Prior to that, he served as area director of the DSS Area Offices in Springfield and Westfield. In his capacity as deputy commissioner, he oversees all of field programs, family support, child care, domestic violence, adoption, policy development, and quality assurance. He was a member of the governor's special commission on foster care appointed in 1992. Weeks was one of the founding members of Massachusetts Families for Kids. He was recently elected vice president of the New England Association of Child Welfare Commissioners and Directors.

Fred Wulczyn

Until recently, Fred Wulczyn was Director of the New York State Department of Social Services' Managed Care Initiative for children and family services. As part of his responsibilities, he designed the state's HomeRebuilder Program, the nation's first managed care demonstration project in foster care. Presently, he is a Research Fellow at the Chapin Hall Center for Children at the University of Chicago, where he oversees Chapin Hall's Managed Care Forum. He is also co-director of the multistate foster care data archive, a Chapin Hall research project that explores national trends in the utilization of foster care and the policy and programmatic implications of these trends. In addition, he is an assistant professor at the Columbia University School of Social Work.

**W.K. Kellogg Foundation
Families for Kids
National Conference on Policy Perspectives
Thursday, June 26, 1997**

For each session that you attended, rate the session from 1 (not at all useful) to 5 (very useful), and list up to three proposed policy solutions, which will be useful to you. If you did not attend a specific session, write "NA" in the Rating column.

SESSION	RATING	USEFUL POLICY SOLUTIONS
9:30 - 1:30 Plenary Sessions		
1:30 - 3:30 Breakout Sessions		
1. Taking Action to Achieve Permanency		
2. Building Blocks for Permanence		
3. Funding Mechanisms for Outcome Based Systems		
4. Promising Practice Solutions: Early Intervention		
5. Promising Practice Solutions: Backlog Blitz		
4:00 - 5:00 Closing Session		

Please continue on reverse side.

Which policy ideas and solutions do you think will have the greatest importance in increasing the number of children who will achieve permanent homes?

What next steps do you plan to take?

Do you have suggestions of topics for future discussion or technical assistance on policy to achieve permanency?

Please check your primary affiliation or group you are representing at this meeting.

- | | | |
|---|---|--|
| <input type="checkbox"/> U.S. Executive | <input type="checkbox"/> U.S. Congress | <input type="checkbox"/> Federal Judiciary |
| <input type="checkbox"/> Tribal Executive | <input type="checkbox"/> Tribal Council | <input type="checkbox"/> Tribal Judiciary |
| <input type="checkbox"/> State Executive
Including State Agencies | <input type="checkbox"/> State Legislature | <input type="checkbox"/> State Judiciary |
| <input type="checkbox"/> Local Executive
Including County Agencies | <input type="checkbox"/> Local Council/Board | |
| <input type="checkbox"/> Service Provider (Private Agency) | <input type="checkbox"/> Religious Organization | <input type="checkbox"/> Media |
| <input type="checkbox"/> FFK Project | <input type="checkbox"/> Other: _____ | |

Are you a member of an FFK site delegation? yes no

**THANK YOU FOR YOUR COMMENTS.
PLEASE RETURN THIS FORM TO THE MEETING REGISTRATION DESK
OR TO A CONFERENCE STAFF PERSON.**



About the W.K. Kellogg Foundation: 'Helping people help themselves'

- Established in 1930 by cereal industry pioneer W.K. Kellogg, who donated more than \$66 million in Kellogg Company stock and other investments.
- The W.K. Kellogg Foundation Trust, which was set up by Mr. Kellogg, continues to own substantial equity in the Kellogg Company. The two organizations have enjoyed a long-standing relationship. However, the Foundation is governed by an independent Board of Trustees and receives its income primarily from the investments of the Trust.
- From modest beginnings, with programs serving the health and education needs of youth in south-central Michigan, the Foundation has grown to achieve national and international prominence. Today, it ranks among the world's largest private foundations.
- Since 1930, the Kellogg Foundation has made more than \$2.95 billion in charitable distributions.
- Mission: "To help people help themselves through the practical application of knowledge and resources to improve their quality of life and that of future generations."
- Assets: More than \$5.9 billion at the close of the past fiscal year, September 1, 1995, through August 31, 1996.
- Grants are concentrated in the United States, Latin America and the Caribbean, and the southern African countries of Botswana, Lesotho, South Africa, Swaziland, and Zimbabwe.
- During the 1995-96 fiscal year, the Foundation made payments to 1,413 of its 2,635 active projects. A total of 950 new commitments was made during the year.
- Programming areas include: Health; Food Systems and Rural Development; Youth and Education, and Higher Education; and Philanthropy and Volunteerism. Woven throughout these areas is funding for Leadership; Information Systems/Technology; Capitalizing on Diversity; and Family, Neighborhood, and Community Development.
- In fiscal year 1995-96, the Kellogg Foundation made program payments of \$252,578,741. The primary areas receiving payments included: Health, 20 percent (\$50,254,126); Youth and Education/ Higher Education, 26 percent (\$65,170,806); Food Systems and Rural Development, 14 percent (\$36,260,672); and Philanthropy and Volunteerism, 7 percent (\$17,293,296). The balance of support was provided for special programming (13 percent); initiatives that continued from the previous year (3 percent); Greater Battle Creek programming (3 percent); programs operated (5 percent); and cross-cutting themes (9 percent).



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Families for Kids: An Overview

The Families for Kids Vision: A Permanent Family for Every Waiting Child

Nothing is more basic to a child's development or more essential to strong communities than nurturing, permanent families. Yet large and growing numbers of America's children are being deprived of the hope, love, and security that only lasting family connections can provide.

Children are entering the public child welfare system because of abuse, neglect, or abandonment. Although the vast majority of children return to their families or are living with relatives, many will not. Children who are eventually legally free for adoption stay too long in the foster care system, and are typically in a series of foster homes or institutions. Too many exit the system at age 18 without ever having experienced a permanent family.

Here are a few of the disturbing facts as outlined in a 1997 report published by the Congressional Research Service and other authoritative sources:

- In 1995, 494,000 children were in foster care, up from 468,000 in 1994. The number of children in care in 1995 has risen by 24 percent since 1990, 76 percent since 1986, and 89 percent since 1982.
- Data from selected states show that between 1983 and 1993, the number of children in foster care rose by 158 percent in Illinois, 154 percent in California, 123 percent in Texas, and 120 percent in New York.
- The number of foster children adopted annually through the child welfare system averaged about 19,000 between 1983 and 1992 and did not fluctuate widely during those years. In 1991, adoptions were finalized for only about 20,000 foster children, and about half were adopted by their foster parents. Approximately 7,000 were permanently placed in legal guardianship.
- Although an additional 69,000 foster children had permanency goals of adoption, less than a third (about 20,000) were actually free for adoption. Of these children, almost half had been waiting for an adoptive placement for two years or longer.
- Those fortunate enough to be adopted are likely to have spent, on average, 3.5 to 5.5 years in a series of different foster homes.
- Nationally, children of color make up 63 percent of children in the foster care system — nearly twice their representation in the general child population. The percentage is much higher in cities like New York and Chicago where an estimated 75 - 85 percent of children in child welfare are African-American.



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One Michigan
Avenue East
Battle Creek, MI
49017-4058
USA
616-968-1611
TDD on site
Telex: 4953028

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It is a national tragedy that children waiting for permanent homes are among the most vulnerable and poorly served citizens in our society. There are reasons but no excuses. The many system-wide barriers to child welfare reform include:

- A child welfare system that is fragmented and uncoordinated;
- Lengthy delays including court processing of cases;
- Children and youth getting "lost" due to non-existent or inefficient computer data management systems;
- Inadequate staffing; overworked, undertrained and high turnover of workers;
- Invisibility of foster children;
- Limited child placement options;
- Families and communities with too little influence in the system; and
- Cultural insensitivity to children, families, and communities of color.

Launching Families for Kids

In 1990, the W.K. Kellogg Foundation began to examine the problem of children languishing in foster care. To determine whether it could play a meaningful role in solving this problem, the Foundation convened the nation's leading experts including parents, professionals in child welfare, clergy, judges, attorneys, policymakers, academics, and child advocates. They convinced the Foundation to undertake a major national initiative, Families for Kids (FFK).

These early consultations led to a year-long planning process called "community visioning" that involved more than 14,000 people from 15 states. In 1995-96, 11 states and localities were awarded grants averaging \$3 million each to participate in a reform movement aimed at eliminating the backlog of waiting children and bringing fundamental change to the system.

The Families for Kids sites are New York City; Kent County (Grand Rapids), Michigan; Pima County, Arizona; nine counties in northern Ohio; and the states of Kansas, Massachusetts, Mississippi, Montana, North Carolina, South Carolina, and Washington. Other grant programs were also begun to improve courts, achieve legal and policy reform, strengthen the voices of communities of color, and encourage employer-paid adoption benefits.

Families for Kids has two important goals:

- To eliminate the backlog of children waiting for permanent homes; and
- To reform systems so that each child has the following:
 - One year maximum waiting before permanent placement;
 - One stable foster care home;
 - One family-friendly assessment of the child's needs;
 - One caseworker or casework team; and
 - Comprehensive support for caregivers.

Achievements of Families for Kids

In 1996, 7,000 waiting children were placed in permanent families in the eleven sites. Many promising new partnerships and models of service have been developed to achieve Families for Kids goals. For example, to ensure only one year before placement, FFK sites have developed an aggressive campaign to place waiting children, sophisticated family recruitment campaigns, extensive church-based family recruitment and support, powerful new public/private partnerships, significant advances in legal and court reform, and special agencies and efforts to place children of color.

To ensure that children are placed in only one foster home, FFK partners have expanded case planning models to eliminate multiple placements. To ensure that only one assessment and casework team works with the child, FFK has developed new interdisciplinary teams and case-processing methods, and arranged more family involvement in decision making. To ensure comprehensive family support, Families for Kids has promoted more flexible and available services to families and new family advocacy groups to push for sustained reform.

All FFK sites have learned that a critical element of reform is data collection and analysis that provides regular, accurate information on the numbers of children in care, length of stay, families ready to adopt, and legally free children waiting for families. This is one important way families and communities can hold child welfare agencies accountable for the children they serve.

Sources: McKenzie, Judith K., Adoption of children with special needs. *The Future of Children: Adoption* (Spring 1993) 3, 1: 69; Spar, Karen, "Foster Care and Adoption Statistics," *CRS Report for Congress*, Congressional Research Service of the Library of Congress, January 15, 1997; and, "Adoption, Foster Care, and Child Welfare: Issues for Congress," *CRS Report for Congress*, Congressional Research Service of The Library of Congress, February 5, 1997; "A Comparison of Child Substitute Care Exit Rates Among Three Different Racial/Ethnic Groups in 12 States, FY84 to FY90," *VCIS Research Notes No. 10*, Voluntary Cooperative Information System, American Public Welfare Association, Washington, June 1994



Families for Kids: A Summary of Early Achievements

The child welfare system is really an interdependency of many different organizations and systems: state and county social service departments; nonprofit foster care and adoption agencies; juvenile and tribal court systems; advocacy organizations; foster and adoptive families; corporate partners; volunteers; and others.

Clearly fundamental reform will take many years because the system is complex and barriers to reform are hard to address. (For a list of barriers, see the fact sheet titled "Families for Kids: An Overview".)

Yet, since the start of implementation in 1995, Families for Kids has made progress toward achieving its major goals: (1) dramatically reducing the large backlogs of waiting children in participating sites; and (2) reforming their systems so that today's backlog will not simply be replaced by tomorrow's. A summary of early achievements follows.

Creating and Communicating A Reform Vision. FFK's reform vision—a permanent family for every waiting child—has had intuitive appeal across the political and professional spectrums because it is simple, clear, and focused on the real needs of children. Constant reinforcement of this vision and the five FFK outcomes has helped different parts of the system overcome turf disputes and form practical and effective working partnerships in pursuit of common ends. Intensive communications and dissemination activities by the Foundation and its partners continue to refine and sustain this vision for both current reformers and new allies.

Empowering Many New Partners In Reform. FFK is based on the belief that all those with a stake in change must have a voice in the change process, otherwise lasting reform will not occur. Thus, the development of new partnerships has been a defining characteristic of reform planning and implementation, as the following examples illustrate:

- 14,000 stakeholders in 15 states participated in the planning process ("community visioning") that helped shape reforms.
- Most FFK leadership teams reflect strong partnerships between major public and private child-serving agencies.
- New child welfare services involve community organizations, families, and their support systems as never before.
- Many grantee sites are developing grassroots family advocacy groups to help sustain reform.
- New alliances between child-serving agencies and corporations are helping to promote adoption.
- According to site leaders, such partnerships have extended reform dialogue and impacts into areas of the system often overlooked, and lead to shared power, ownership, decision making, programming, and funding.

Improving Information Technology and Child Tracking Data. Sites began the hard work of backlog reduction by deciding, after much discussion and exploration, that children in care for more than one year needed permanency decisions. Identifying the kids who had been in the system more than a year was a daunting task, because inadequate data and child tracking information systems were widespread.

In part because of FFK's focus on permanency, all FFK sites have improved their child tracking data and come to know statistically as well as personally the names, faces, histories, needs, and time-spent-in-care of thousands of individual children in the backlog, many of whom were previously "lost" because they were statistically invisible and not receiving the attention they deserved.



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Initiating A Successful Backlog "Blitz." Armed with knowledge like this, site teams have begun to fast-track backlog cases through a variety of methods including aggressive, child-specific advocacy, the addition of new placement staff, and special multidisciplinary teams. Since FFK began, 7,000 waiting children in participating states have been placed in permanent homes. Strengthening information on target group children and reducing backlogs are two of FFK's most important early accomplishments.

Establishing Improved Models of Service. FFK-inspired service models are focused on achieving timely permanency and cultural sensitivity, support of participation by families and relatives, and broadening the range of services they provide. They are also contributing substantially to the achievement of FFK's five outcomes.

1. *Only one year before permanent placement.* Sites are conducting aggressive communication and marketing campaigns to increase the number of foster and adoptive parents. These campaigns are also involving churches in broad-based family recruitment and supportive services. Sites are also legitimizing and extending the use of new family structures formed through kinship care, open adoption, and guardianship. New standards of practice for agencies are being developed (e.g. fiscal incentives to encourage timely placement by child-serving agencies and new expectations regarding cultural sensitivity). Significant advances in court, legal, and policy reform are also being made. (See the fact sheet titled "Families for Kids: Court and Legal Reform Initiatives.")

2. *Only one stable foster care placement.* Several sites are expanding the use of "concurrent planning," a model of early permanency decision making that sharply reduces time spent in foster care and eliminates multiple foster care placements.

3. *Only one family-friendly assessment.* Several sites are assessing childrens' placement needs through "family group conferencing," a model of service that gives families a real voice in decisions affecting their lives, and greatly widens the circle of community and system players who are working to achieve permanency for children.

4. *Only one case worker or case work team.* Sites are, in many cases, creating promising new case work teams and case management systems; they are also working to remove organizational barriers that have traditionally lead to unnecessary delays and inconsistencies in case processing (e.g. the separation of foster care and adoption units within child-serving agencies).

5. *Comprehensive support to caregivers.* Noteworthy family support models include a voucher system that offers a broad array of flexible services, expanded use of employee-paid adoption benefits, newly developed family advocacy groups, and services to help preserve adoptive families.

For more information about FFK's early achievements, readers may request "7,000 Reasons To Smile: A Special 1997 Progress Report," by writing the W. K. Kellogg Foundation, P. O. Box 550, Battle Creek, Michigan 49016-0550.



Families for Kids of Color

The situation for children of color in the public child welfare system is particularly alarming. Nationally, children of color constitute an estimated 60 percent of the nearly 500,000 in the foster care system, nearly twice their representation in the total U.S. child population.

In major metropolitan areas like New York, Los Angeles, and Chicago, children of color are an estimated 75 to 85 percent of foster care populations. Three-quarters of the children in the child welfare system nationally reside in foster homes or with relatives. Although foster care is temporary by design, children waiting for a permanent home are spending, on average, from 3.5 to 5.5 years each in such care, often moving from one foster home to another. Based on 1994 data from 21 states, the U.S. foster care population is:

- 47 percent African-American (compared to 15 percent of the U.S. population under age 18)
- 32 percent white (compared to 67 percent)
- 14 percent Hispanic (compared to 14 percent)
- 1 percent Native American/Alaskan Native (compared to 1 percent)
- 1 percent Asian/Pacific Islander (compared to 4 percent)
- 4 percent unknown ethnic origin

Overall statistics on children in foster care mask the more dramatic differences among racial groups. According to a report by the American Public Welfare Association, the number of white children entering foster care in a given year is greater than the number of African-American children. Yet, African-American children make up a disproportionate, and increasing, share of those who remain. The percentage of Hispanic children in foster care has doubled from 7 percent in 1982 to 14 percent in 1994.



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Avenue East
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USA

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In terms of their chances for adoption, African-American foster children are more likely to be waiting for adoption than to be adopted. In 1990, African-American children were 29 percent of the children who had finalized adoptions, but were 43 percent of the children who were legally available for adoption and waiting for an adoptive home. A study of children in California who entered foster care in 1988 and early 1989 found that African-American children were five times less likely than white children to be adopted during their first 3.5 years in care. Adoptions by families of color also took longer to finalize than those by white parents.

If current trends continue, a growing number of children will enter adulthood without permanent families. The impact of this trend will be felt most heavily by African-American children.

How Families for Kids Is Helping Children and Families of Color.

Families for Kids is designed to speed permanence for those children who cannot return to their biological parents and are languishing in foster care. Because children of color make up such a large portion of this target group, the W.K. Kellogg Foundation and its Families for Kids partners are making special efforts to understand and address the cultural dimensions of child welfare system reform. While there is still much work to be done, progress is being made, including:

Special Planning and Leadership Activities. In 1993-94, during the planning or "community visioning" phase of Families for Kids, the Foundation sponsored a series of dialogues involving child welfare system experts from African-American, Hispanic, and Native American communities. These sessions, documented in a special publication called *Families for Kids of Color*, defined challenges and actions needed to address the problems of children and families of color.

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Representatives from each dialogue group have since undertaken Families for Kids projects and continue to participate in the reform efforts. In 1996, FFK supported the release of *Latinos and Child Welfare* by the National Latino Child Welfare Advocacy Group. It is a comprehensive study of six states representing the diversity among the nation's Latino population that includes 75 percent of the Latino child population.

Family Recruitment. Recruiting more families of color to adopt is essential to reduce the number of waiting children. Many sites have engaged special recruiters to focus on outreach to communities of color and developed sophisticated adoption marketing campaigns targeted to media channels in communities of color. African-American churches are important partners in recruitment drives. In Mississippi, for example, "The Fortune 500 Churches," a network of both African-American and white churches, "adopts" social workers and helps them recruit families. The African-American Adoption Center, affiliated with One Church, One Child and the Reid House of Christian Associates, provides streamlined, personalized recruitment and assessment services to people of color interested in adopting waiting children in South Carolina.

Culturally Sensitive Services. The child welfare system has historically lacked cultural sensitivity. Families and children usually have little power in system decision making and find their cultural traditions completely ignored in permanency plans for their children. Families for Kids' sites are developing models of service that are much more family-friendly and culturally sensitive than before. The Family and Community Compact program of Kent County Families for Kids in Grand Rapids, Michigan, is a case in point. Instead of initiating court action and foster care placement when children are removed from their families for abuse and neglect, the Compact offers biological parents the opportunity to participate in a conference with extended family members, friends, neighbors, and other community members. The group is empowered to assess the needs of the family, and determine who will care for the child while parents undergo treatment with a priority given to family members or kinship care. Culturally diverse casework and assessment teams also are critical elements for success.

Family Advocacy Groups. Each site is in the process of developing grassroots-level family advocacy groups to offer support to parents, to advocate on behalf of particular cases, and to educate policy makers. Parents and teens of color are playing leadership roles in many of these groups.

In May 1997, Families for Kids will convene a National African-American Leadership Summit, co-sponsored by National Black Child Development Institute; National Association of Black Social Workers; Children's Bureau/U.S. Department of Health and Human Services; National One Church, One Child; Black Administrators in Child Welfare; and Multicultural Network. The goal of the Summit is to expand the number of African-American leaders knowledgeable about and committed to work on behalf of African-American children now languishing in foster care.

Sources: McKenzie, Judith K., Adoption of children with special needs. *The Future of Children: Adoption* (Spring 1993) 3, 1: 69; Spar, Karen, "Foster Care and Adoption Statistics," *CRS Report for Congress*, Congressional Research Service of the Library of Congress, January 15, 1997; and, "Adoption, Foster Care, and Child Welfare: Issues for Congress," *CRS Report for Congress*, Congressional Research Service of The Library of Congress, February 5, 1997. "A Comparison of Child Substitute Care Exit Rates Among Three Different Racial/Ethnic Groups in 12 States, FY84 to FY90," *VCIS Research Notes No. 10*, Voluntary Cooperative Information System, American Public Welfare Association, Washington, June 1994.



Families for Kids: Court and Legal Reform Initiatives

A child's life in foster care begins and ends in a courtroom. In fact, most of the major turning points in a child welfare case are legal in nature. Consider this rather typical scenario:

- A judge decides whether to remove a child from the biological family (because of abuse, neglect, or abandonment).
- Later, a judge determines whether the child should return home or stay in state care.
- If the child remains in care, a court is likely to review the progress of the child's permanency plan.
- One or more time-consuming extensions may be granted before the legal process is complete.
- If a child cannot return home, a judge, often a different judge, must order the termination of parental rights to clear the way for adoption.
- Then, if all goes well, a judge — frequently in a different court system — will finalize the child's adoption.

Children lucky enough to be adopted are likely to first spend 3.5 to 5.5 years on average in a series of temporary (foster) homes. Problems with court structure and management, inadequate laws, and poor legal representation are major contributors to these long, damaging delays on the road to permanency.

Barriers Being Addressed. Here are a few of the specific problems that Families for Kids is addressing:

- Court systems typically give child abuse and neglect cases low priority and do not honor children's emotional and developmental needs.
- In some states, two different court systems may have to hear a child's case, and the case may appear before as many as six different judges.
- In urban areas where the need is often greatest, there is commonly a lack of resources to handle large caseloads efficiently.
- Appropriate standards of legal representation are lacking in this area of the law, and attorneys are often hampered by a paucity of basic office support, training, pay, and status.
- Laws and policies haven't kept up with the best current thinking in the field.

Families for Kids Legal and Court Reform Efforts In Brief: Recognizing that comprehensive legal and court reform are essential to the achievement of the Families for Kids goals and outcomes, the Foundation has made such reforms a major priority. Judges and other legal personnel are major players in all participating FFK sites, and site efforts are proceeding on many fronts.

Statutory Changes. Many sites have made changes in the law to streamline case processing in the courts, by:

- Reducing time frames for abuse and neglect hearings (WA, SC, OH).
- Improving compliance with existing legal standards for judicial review of cases (SC, AZ).
- Making it easier for judges to terminate the parental rights of parents who cannot parent effectively (MT, NY, and SC).
- Reducing the number of changes in court venues (MS, MA).
- Making courts more uniform in operations (WA, MA, MS).
- Embracing the "one-case-one-judge" principle by lengthening judicial assignments, improving court calendaring, and exploring the development of family courts (WA, MA, AZ, OH, NC).
- Supporting coordinated, interdisciplinary assessments of a child's needs (NC, KS).



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One Michigan
Avenue East
Battle Creek, MI
49017-4058
USA

616-968-1611
TDD on site

Telex: 4953028

Facsimile: 616-968-0413

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Improving the Legal Representation of Children and Families. The University of Michigan Law School's Child Advocacy Law Clinic, an FFK grantee, has taken a leading role in advancing legal education for judges, attorneys, and other child welfare professionals through:

- Technical assistance to new child advocacy law clinics at major universities in site states (active: SC, WA, AZ, MT; planned: MS and MA).
- Development of a network of child welfare law offices in FFK-site states.
- A child welfare law resource center offering training and assistance to judges and lawyers.
- Special fellowships for law students and senior judges and law from FFK grantee communities.

Developing A Comprehensive Policy Framework. The child welfare system is really an interdependency of several systems, including the courts. FFK is in the process of refining a framework to identify the central elements of policy, law, court structure, funding, and management practices necessary to implement the FFK goals and outcomes.

Participation in the Court Improvement Program (CIP). The National Center for State Courts, an FFK grantee, is assisting 46 participating states (including all the FFK sites) in a federally-funded evaluation of court performance in child abuse and neglect cases. In some states, improvements consistent with the FFK philosophy and outcomes are already being put in place.

For more information on court and legal reform, contact: Donald N. Duquette, Clinical Professor of Law, The University of Michigan Law School, Child Advocacy Law Clinic, Ann Arbor, Michigan 48109-1215, (313) 763-5598, duquette@umich.edu.



Adoption Resources On-Line

The Internet includes information on a range of adoption and child welfare topics: federal and state child welfare policy updates; resources for employers interested in offering adoption benefits; guidance on how to adopt; and advances in child welfare legal reform, among others. Below are some excellent resources for investigating these issues on-line.

The **W.K. Kellogg Foundation's** home page contains information about Families for Kids (FFK) including an overview of the initiative, past issues of their monthly fax *Successes and Challenges*, and links to key child welfare organizations. You can also read and download FFK publications, including *Families for Kids of Color: A Special Report on Challenges and Opportunities*; *Families for Kids Who Wait: Promising Directions in Community-Based Adoption Reform*; and *Families for Kids: Building the Dream, How Nineteen Communities Planned Adoption Reform that Put the Needs of Children First*. To get there from the main WKKF home page, click on the "Search" tab and go to "FFK" under "Education Initiatives." (www.wkkf.org)

The **University of Michigan Child Welfare Law Program** home page features FFK's innovations in legal education reform, including information about local child welfare law offices, law school education in child welfare, direct legal reform assistance, and the Michigan Child Law Resource Center. (www.law.umich.edu/childlaw/)

Faces of Adoption is a service of the National Adoption Center and Children Awaiting Parents, supported in part by the Dave Thomas Foundation for Adoption. This site contains AdoptQuest, a library of adoption information and resources that includes topics such as how to adopt; financial assistance; employee adoption benefits and a listing of employers offering them; special needs adoption; adoption legislation; agency and organization listings; catalogues and resources to order; and conferences and seminars. (www.adopt.org/adopt)



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One Michigan
Avenue East
Battle Creek, MI
49017-4058
USA
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Facsimile: 616-968-0413
<http://www.wkkf.org>

From the Faces of Adoption home page, link to the **Dave Thomas Foundation for Adoption** site for information about the Foundation's programs and strategies, funding priorities, and employee adoption benefits. (www.wendys.com/rdavidf.htm)

The **University of Minnesota Children Youth and Family Consortium** AdoptINFO site includes sections on research, opinion and policy documents, special needs adoption, and issues facing adoptive families. You can also search for the latest adoption policy developments by state. (www.cyfc.umn.edu/Adoptinfo/)

Link to the **North American Council on Adoptable Children (NACAC)** home page from the AdoptINFO site for information about adoption assistance (subsidies), including eligibility, technical assistance, state programs, and how to apply. It also includes information about adoption advocacy, awareness and NACAC publications. (www.cyfc.umn.edu/Adoptinfo/nacac.html)

The **National Black Child Development Institute (NBCDI)** site includes an overview of their programs and information about their affiliates. (www.nbcdi.org)

Adoption and the African-American Family, part of the **Buppies on Line** web site, gives information and some statistics on the need for African-American families to adopt. (www.buppie.com/Fam.html)

Handsnet is a comprehensive on-line resource for a variety of public interest issues, including child welfare. It includes a "welfare watch" feature that reports the latest developments in welfare reform at the local, state, and national levels. It also posts action alerts and hosts a child welfare forum managed by the Child Welfare League of America. (www.handsnet.org)

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The **Child Welfare League of America's** own home page includes excellent data on children in the child welfare system, advocacy tips, and action alerts, as well as other information. (www.cwla.org)

The **American Public Welfare Association** site offers current information about child welfare news and policy, including an analysis of recent federal welfare reform legislation, state-by-state activity updates, and a history of welfare reform over the past four years. It also links to federal, state, and private agencies involved in welfare issues. (www.apwa.org)

The **Administration for Children and Families'** site contains information on President Clinton's *Adoption 2002* initiative, the latest federal press releases on welfare reform, and reports such as guidelines for implementing the new welfare reform laws for American Indian and Alaskan Native tribes. You can also link from here directly to the U.S. Department of Health and Human Services and White House home pages. (www.acf.dhhs.gov/)

Go to the **Thomas, Legislative Information on the Internet** site, maintained by the Library of Congress, for current Congressional activities, committee reports and information, bill summary and status information, major legislation and an on-line Congressional Record searchable by keyword. (thomas.loc.gov)

Adoption Advocates - Adoption Policy Resource Center contains legislative news and analysis, information on court decisions and statutes as well as links to other sites. They also feature selected articles from their bi-monthly newsletter, *Issues in Adoption Advocacy*. (www.fpsol.com/adoption/advocates.html)

Adoption Information, Laws and Reforms is another good resource on adoption-related issues with a feature on pending federal adoption legislation and many links to other sites. (www.webcom.com/kmc/)

AdoptioNetwork includes a feature on the *Adoption 2002* initiative. From this site you can go directly to "AdoptioNews," a feature that links directly to a listing of current adoption articles from newspapers on the Internet. In addition, AdoptioNetwork has a wealth of information, resources, and links covering federal programs, adoption agencies, legal resources, national organizations, and federal agencies concerned with adoption. It also contains lists of books, magazines, and newsletters about adoption; newsgroups and discussion groups; a calendar of upcoming conferences and speakers on adoption; as well as other adoption-related sites on the Internet. (www.adoption.org)

Adopt: Assistance, Information, Support has a site full of adoption resources. It contains links to other sites and agencies as well as a listing of regional and national adoption resources with addresses and phone numbers. It also posts information on a variety of adoption topics including adoption Frequently Asked Questions (FAQ's), how to adopt, adoption law, and much more. (www.adopting.org)

The **American Bar Association Center on Children and the Law** home page posts information about legal and court related issues. This includes a section where longer documents of interest can be downloaded. (www.abanet.org/child)

Adoption Information on the Internet links to adoption-related sites organized by topics such as agencies, facilitators, attorneys; information, support and publications; usenet newsgroups, mailing lists, bulletin boards, telnet; and law and government. (adoption.com/precious/others.html)

Adopting.com maintains a list of adoption resources on-line on topics including "getting started" (for parents who want to adopt); resources for special needs children; and general adoption information, support, and resources. (www.adopting.com)

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
002. form	meeting registration, Nicole Rabner (partial) (1 page)	06/25/1997	P6/b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Domestic Policy Council (Nicole Rabner)
OA/Box Number: 15410

FOLDER TITLE:

Kellogg Foundation [2]

2012-1035-S
kc1008

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

REGISTRATION FORM

**FAMILIES FOR KIDS NATIONAL SUMMIT MEETING
RENAISSANCE WASHINGTON D.C. HOTEL
WASHINGTON, DC
JUNE 25-26, 1997**

NAME Nicole Rabner

DATE OF BIRTH P6/(b)(6) SOCIAL SECURITY NUMBER P6/(b)(6)

PREFERENCE FOR NAME TAG _____

ORGANIZATION The White House

ADDRESS _____

CITY Washington STATE DC ZIP 20500

PHONE 202/456-7263 FAX 202/456-2875

TRAVEL INFORMATION

So that we can make appropriate arrangements for meals, please indicate below your arrival and departure dates for the conference. If you live in the Washington, DC area, please indicate the dates you are attending the meeting.

Arrival date _____ Arrival time _____

Departure date _____ Departure time _____

I live in the greater Washington, DC area and will be attending the meeting on the following dates: June 25-26

Special requests/restrictions/dietary needs

Please fax or mail this form, no later than Friday, May 30, 1997 to:
Mrs. Robin Flees, Department of Meetings and Conferences
W.K. Kellogg Foundation
One Michigan Avenue East
Battle Creek, MI 49017
Phone: (616) 969-2109 FAX (616) 969-2001

I apologize for the lateness of the application.

May 16, 1997

Ms. Nicole Rabner
Office of the First Lady
White House
Old Executive Office Building
Washington, DC 20500

Dear Ms. Rabner:

On behalf of the W.K. Kellogg Foundation, it is my pleasure to invite you to a national meeting on *Policy Perspectives on Permanency*, June 25-26, 1997, in Washington, DC. The meeting will include an evening reception and dinner on Wednesday, June 25 and a meeting on Thursday, June 26 from 8:30 a.m. - 4:00 p.m. The goal of the meeting is *to focus national attention upon the critical issue of "waiting children" and create a sense of urgency about their plight which compels action and systemic change at the highest levels.*

We know of your strong leadership and important work on behalf of families and applaud your commitment to children and families. It is because of the strong commitment shown by you and your organization that we are inviting you to participate in this meeting.

There is a wealth of exciting news to report about promising new partnerships and models of service already operating in eleven states and localities, as part of the W.K. Kellogg Foundation's Families for Kids initiative, as well as other programs across the country. A number of experts actively engaged in this issue will be on hand to provide viewpoints from the field and updates on relevant Presidential and congressional activities. It is our hope that the program will also give all invited guests an opportunity to consider and decide how you and your organizations may become involved in helping our children achieve the permanency they need and deserve.

In addition to yourself, we are inviting members of Congress, religious leaders, cabinet members and senior journalists. We are hopeful that you and your organization can be a part of our efforts to expand the circle of stakeholders committed to working on behalf of children waiting for permanent homes.

Please complete the attached Registration Form (Ivory) and fax it to Mrs. Robin Flees at 616 969-2001, no later than **Friday, May 30, 1997.**

For your participation, the Foundation will reimburse you for transportation and miscellaneous expenses related to this activity, according to the enclosed Reimbursement Guidelines for Individuals. Payment will be made directly to you upon completion of the activity and receipt of a completed Non-Employee Payment Request for Honorarium and/or Expenses form (enclosed). Please read and complete the "government official" section on the reverse side of the form. A Non-Employee Travel Checklist is enclosed to assist you in completing this form.

**W.K. KELLOGG
FOUNDATION**

One Michigan
Avenue East
Battle Creek, MI
49017-4058
USA
616-968-1611
TDD on site
Facsimile: 616-968-0413

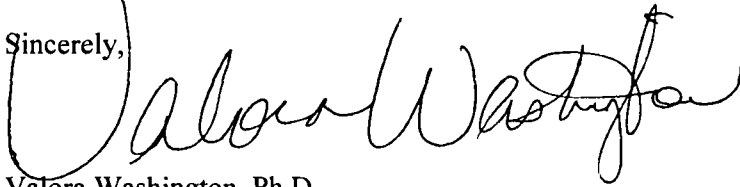
*To help people
help themselves
through the practical
application of knowledge
and resources to improve
their quality of life and
that of future generations*

Page Two

Commencement of and your participation in the activities outlined in this letter will constitute your acceptance of this invitation.

We look forward to your presence and participation in this national meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Valora Washington". The signature is written in a cursive style with a large initial "V" and a long horizontal stroke at the end.

Valora Washington, Ph.D.
Program Director
Families for Kids

Enclosures

VW/cas

S:\FAMILIES\PUBLIC\WVFFKS\SPRINGTHINATLTRPG.TWO

Maloney -

HRC "ahead of her train" w/ ~~the~~ her
writing. best industry club

Kennedy -

"congrat you for having HRC speak -
do you know how many .w. res
she gets - chose you b/c she

cares .. " Is it the be all, end

all? No. Is it good. Yes.

We know if the world is perfect -
w/ parents!

can't be

Kennedy: clarified R & in statute


Chafee / Rockefeller - they got a better bill

over there" \$ "I wanted more \$"

FAMILIES FOR KIDS NATIONAL SUMMIT MEETING

JUNE 25 - 26, 1997

GENERAL INFORMATION

-
- 
-
- The Families for Kids National Summit Meeting will be held at the Renaissance Washington, DC Hotel, 999 Ninth Street, NW, Washington, DC. Phone (202) 898-9000, FAX (202) 789-4213.
 - The meeting will begin with a reception at 5:00 p.m. on June 25, and will conclude at 5:00 p.m. on June 26. The project directors, consultants, and W.K. Kellogg Foundation staff will also meet on June 27, from 8:30 a.m. - 5:00 p.m.
 - The Renaissance Washington, DC Hotel is located just 10 minutes from Washington National Airport and 40 minutes from both Dulles and Baltimore/Washington International.
 - The W.K. Kellogg Foundation will reimburse you for ground transportation and parking expenses related to this activity. Please submit original receipts with the attached Non-Employee Payment Request for Honorarium and/or Expenses.
 - Please note: Due to the high level of government officials that may attend this meeting, we are asking that you **complete the attached registration form, including your date of birth and social security number**. This form must be **faxed** to us no later than **Friday, May 30, 1997**.



**W.K. KELLOGG
FOUNDATION**

One Michigan Avenue East
Battle Creek, MI 49017-4058

To help people help themselves

Non-Employee Payment Request for Honorarium and/or Expenses

(Please refer to Non-Employee Travel Checklist)

Original signature required on reverse side before payment can be made.

Dates	Locations and Business Purpose	Hotel	Meals	Mileage/Fares/Tolls	Car Rental	Airfare	Incidentals
			B				
			L				
			D				
			B				
			L				
			D				
			B				
			L				
			D				
			B				
			L				
			D				
			B				
			L				
			D				
			B				
			L				
			D				

Receipts must be attached for all charges over \$25.00. (Original receipts will be returned.)

Totals:

Object Code	(5025)	(5040)	(5017)	(5015)	(5010)	(5045)
Total Expenses	\$					
Rate \$		x Number of days		= Honorarium (200)	\$	
Total****	\$					

- * Refer to attached guidelines for current mileage rate. Also includes gas for rental car, parking, tolls, taxi, limo, train fare, and all tips except meal tips.
 - ** Cost of car rental and gas if gas is included on the rental receipt.
 - *** Examples include fax, copies, WKKF business-related phone calls, airport tax, passport fees, and laundry.
 - **** The Total amount requested and paid to you may be reported to the IRS on Form 1099 or Form 1042 as required by law. Please retain a copy of this form for your records.
- Provide detail for expenses related to "Mileage/Fares/Tolls" and "Incidentals" categories.

WKKF contact person/department _____

Consultancy function _____

Today's date _____

Name _____
(Please print)

Payee (if different) _____

Address _____

City/State/Zip _____

Phone # _____

Payment recipient's Federal ID # _____
or Social Security # _____

If Federal ID # is furnished, is business incorporated? ___ Yes ___ No

I am ___ /am not ___ a U.S. citizen.

Recipient's country of residence if not a U.S. citizen _____

PLEASE NOTE: All persons must complete and sign one section on the reverse side of this form before payment can be made.

Approved by _____

Vendor # _____ (Acctg. use only)

Account # _____

SECTION I: ALL U.S. CITIZENS MUST CERTIFY ONE OF THE FOLLOWING

Federal law prohibits Foundations paying an honorarium to certain government officials as described in the certification below.

A. I HEREBY CERTIFY THAT I AM NOT AN INDIVIDUAL WHO HOLDS ANY OF THE FOLLOWING OFFICES OR POSITIONS:

1. an elective public office in the executive or legislative branch of the Government of the United States.
2. an office in the executive or judicial branch of the Government of the United States, appointment to which was made by the President.
3. a position in the executive, legislative, or judicial branch of the Government of the United States
 - a. which is listed in Schedule C of Rule VI of the Civil Services Rules, or
 - b. the compensation for which is equal to or greater than 120% of the minimum rate of compensation prescribed for GS-15 of the General Schedule under Section 5332 of Title 5, United States Code.
4. a position under the House of Representatives or the Senate of the United States held by an individual receiving gross compensation at an annual rate of \$15,000 or more.
5. an elective or appointive public office in the executive, legislative, or judicial branch of the government of a State, possession of the United States, a Native American tribal government, or political subdivision or other area of any of the foregoing, or of the District of Columbia, held by any individual receiving gross compensation at an annual rate of \$20,000 or more.
6. a position as personal or executive assistant or secretary to any of the foregoing.

(University employees are not considered government employees/officials.)

I further certify that this is a true statement of expenses for which reimbursement is requested and that these expenses are not covered under any other reimbursement plan.

Signature _____

OR

B. I AM AN INDIVIDUAL WHO HOLDS A GOVERNMENT OFFICE OR POSITION DESCRIBED ABOVE. I UNDERSTAND THAT AN HONORARIUM WILL NOT BE PAID, BUT THAT A LIMITED AMOUNT OF EXPENSES CAN BE REIMBURSED AS DETAILED BELOW.

I hereby certify that the expenses for which reimbursement is being requested:

1. are for travel solely from one point in the United States to another point in the United States, and
2. do not exceed the actual cost of the transportation involved plus an amount for all other traveling expenses not in excess of 125% of the maximum amount payable under Section 5702(a) of Title 5, United States Code, for like travel by employees of the United States.

I further certify that this is a true statement of expenses for which reimbursement is requested and that these expenses are not covered under any other reimbursement plan.

Signature _____

SECTION II: ALL NON-U.S. citizens MUST COMPLETE

The IRS requires U.S. Federal income tax withholding from all non-U.S. citizens at a rate of 30% for services provided in the U.S., unless the non-U.S. citizen qualifies for an exemption from withholding and has indicated such by marking the appropriate line below.

- _____ Services provided to WKKF were performed outside of the U.S., therefore withholding does not apply.
- _____ I qualify for an exemption from withholding of Federal income tax and have attached the following properly executed IRS form if applicable:
- _____ 1001 or 8233 — reduction or exemption based on U.S. tax treaty.
- _____ 4224 — payment is connected with U.S. trade or business and is not compensation for personal services performed.
- _____ I am a resident alien. (Federal ID#/Social Security Number must be furnished on the front page.)
- _____ I do not qualify for exemption from withholding.

NOTE: Unless one of the above forms is submitted in proper form where applicable, 30% will be withheld.

Signature _____

SECTION III: EMPLOYEES OF A GOVERNMENT OUTSIDE THE UNITED STATES MUST COMPLETE AND SIGN

Date of travel/trip _____

Name of Government _____

My title is _____

I was (elected) (appointed) to this position. _____

Signature _____

Non-Employee Travel Checklist

To expedite your payment, please review the following when preparing your travel expenses on the Non-Employee Payment Request for Honorarium and/or Expenses form. Original receipts will be returned to you with your check. Thank you.

- Verify that dates of travel are within contract period date.
- Receipts for ALL expenses over \$25 MUST BE attached in compliance with IRS regulations. If any amount on expense form is over \$25, we require itemization of charges.
- If foreign travel, the exchange rate must be indicated on the receipts. Also attach receipt for exchanging U.S. to foreign currency or your charge card statement for proof of exchange rate. Please translate receipts to English.

Dates:

- Expenses must be recorded day-by-day.

Locations and Business Purpose:

- Enter city/state and business purpose for each day.

Hotel:

- a) Original hotel bill must accompany expense statement.
- b) Designate room, meal, and miscellaneous charges into appropriate columns on the form.
- c) WKKF business-related phone calls should be indicated on bill. (See Incidentals)
- d) Laundry charges are only reimbursable if traveling over one week. (See Incidentals)
- e) Movie charges are not reimbursable.
- f) Personal phone calls are not reimbursable.
- g) Charges must be translated on foreign hotel receipts.

Meals:

- a) Names of guests for meals must be indicated (even if under \$25).
- b) Tips should be included in these charges.
- c) Expenses must be reported meal-by-meal (Breakfast-Lunch-Dinner).

Mileage/Fares/Tolls:

- a) Place of origination, destination, and number of miles traveled must be indicated for mileage reimbursement.
- b) Reimbursement is 31.5¢ per mile.
- c) Fares for taxi, limo, train, and any related tips.
- d) Gas for rental car when separate from rental receipt.
- e) Parking, tolls, and tips other than meal tips.

Car Rental:

- Receipt must be attached.

Airfare:

- Receipt must be attached.

Airfare must be Coach-rate, or otherwise as specified in the Reimbursement Guidelines for Individuals/Payment Guidelines for Organizations, with a copy of the passenger receipt attached. If you travel by personal auto, train, bus, or rental car, we will reimburse the actual cost, provided it does not exceed the round-trip airfare.

Incidentals:

- a) Need detail of any miscellaneous charges.
- b) May include WKKF business-related phone calls. Phone calls must be marked Business or Personal.
- c) Fax, copies, and postage.
- d) Visa, passport, and immunizations.
- e) Laundry, if travelling over one week.
- f) Airport tax — include receipt, stamp, etc.

Section I on reverse side: All U.S. citizens must mark box I-A or I-B to indicate government official status and provide **original signature** in order for payment to be made. If you are a government official, we can only reimburse travel (up to the IRS approved limit), NOT honorarium.

Section II on reverse side: All non-U.S. citizens must complete and provide **original signature** in order for payment to be made.

Section III on reverse side: Complete and sign only if a non-U.S. citizen and an employee of a government outside the U.S.A.

Return to W.K. Kellogg Foundation, along with any receipts.