



About Us

Who We Are

The California Alliance of Child and Family Services is a **statewide association** of over 150 private, accredited, nonprofit child and family serving agencies committed to providing the highest quality human services in the most effective and caring manner possible.

Formed Jan. 1, 2000, through the merger of the California Association of Services for Children and the California Association of Children's Homes, the Alliance and its parent associations have a combined history of more than 60 years of advocacy on behalf of Californian's most vulnerable children, youth and families, and the organizations that serve them.

What We Do

The California Alliance of Child and Family Services provides budgetary, legislative and regulatory **advocacy** influencing a wide range of key policy issues on behalf of our member agencies and the children and families they serve. Committed to improving outcomes for children in the public human services systems, the Alliance also provides members with a wide range of practice improvement tools and opportunities.

About Our Members

The California Alliance is composed of a **diverse** group of member organizations located throughout California providing a wide range of services and support to tens of thousands of children and their families each year.

All members share a **commitment** to **excellence** and continuously strive to improve the quality of care and services they provide to high-risk children and families. As an indication of that commitment, all member agencies must meet rigorous **national accreditation** standards.

Member agencies participate in the Alliance's **practice improvement** initiatives including provision of evidence-based practices, utilization of common elements with demonstrated efficacy, development of practice-based evidence, and national and state benchmarking.

- Adoptions
- Foster family-based care and treatment
- Day treatment and specialty mental health services
- Residentially-based services
- Special education, non-public school services
- Wraparound services and support
- Charter schools
- Family preservation
- Family Resource Centers
- Foster care emancipation and transitional housing
- In-home intervention and support
- Kinship care support
- Outpatient therapy and counseling
- Post adoption services
- Psychiatric services and medication support
- School-based mental health services
- Shared family care
- Substance abuse treatment
- Therapeutic behavioral services
- Transitional housing and services (THPP, THP+FC & THP-Plus)
- Vocational and job readiness
- Early childhood
- Prevention services

Contact Us

California Alliance of Child and Family Services: 916/449-2273 or www.cacfs.org.

"Being involved with the California Alliance is a privilege and provides a great benefit to my agency. It enables me to be at the forefront of where policy, regulatory and funding decisions are being made about the clients we serve."

Helena Lopez
CEO, A Greater Hope,
Victorville

The California Alliance of Child and Family Services "provides a great benefit" for chief executives of organizations serving the state's most vulnerable populations. Here's why:

- ◆ Alliance **advocacy** assures member's voices are heard in Sacramento. Each voice is more powerful because it is joined with the voices of all Alliance member agencies.
- ◆ The Alliance provides members with timely, vital **information** they need to make critical decisions affecting their agencies' futures.
- ◆ Alliance staff with specific policy area **expertise** and real world experience across multiple service sectors are available to members by phone or email.
- ◆ Members gain access to the collected wisdom of over 150 other chief executives who are their **colleagues**.

When an agency joins the Alliance:

advocacy

Its voice is heard in Sacramento. Alliance lobbyists, staff and consultants advocate with the Governor's office; the Legislature; state departments of education, health, social services, and the division of juvenile justice; with county government associations; and with other child advocacy groups. The Alliance works proactively to impact policy, budget, legislation and regulation. Our history of integrity, effectiveness and expertise has made the Alliance one of the most respected voices in Sacramento. Each member's voice becomes more powerful when it joins the voices of all Alliance member agencies.

information

Members receive the critical information they need to make decisions for their agencies and it is delivered quickly, clearly and accurately. *Someday Morning* updates provide members with the best summation of state legislation, budget and policy available in California, all with a dash of good humor. Emails from Alliance policy experts make sure members get critical information – **often available only to Alliance agencies** – that they can use in real time. Alliance conferences bring the experts to members. Ask the tough questions, get the real answers.

expertise

Members gain access to Alliance staff, with specific policy area expertise and real world experience. Need help with understanding an EPSDT audit extrapolation? Challenged by a licensing problem? Trying to understand the impact of the federal budget action on local school districts? Staff responds quickly with data, insights and knowledge members can use today. Unlike other associations, moreover, Alliance staff expertise—and advocacy—spans multiple child and family serving systems including **child welfare, mental health, juvenile justice, education, and prevention services**.

colleagues

Member agency executives join a select group of the most dedicated, entrepreneurial, supportive, principled nonprofit executives in California. They are available for encouragement, know-how, and collaboration. Members have reciprocal access to that **collective wisdom**.

These may be the most challenging times our field has ever faced. Alliance member agencies are mission-driven; they survive and thrive because of their single-minded dedication to the best interests of the vulnerable children, youth and families they serve. The Alliance exists to help members assure their agencies achieve their missions. www.cacfs.org.

For questions about Alliance membership, contact Corina Dubon, Membership & Outreach Manager at cdubon@cacfs.org, org, 916/**594-8771**

Agency Information:

Agency Name:			
Street Address:			
City/State:		Zip:	
Year agency established:		Is primary program(s) part of corporation with 501(c)(3) status? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Executive Director/CEO Name:			
Title:			
Telephone/ext.:	FAX:	Email:	

Programs Provided:

<input type="checkbox"/> Adoption Agency	# open cases:		# children in placement today: <input type="text"/>
<input type="checkbox"/> Family-Based Services	# open cases:		
<input type="checkbox"/> Foster Family Agency	# certified families:		
<input type="checkbox"/> Mental Health Services	# open cases:		
<input type="checkbox"/> Nonpublic School	# students enrolled:		
<input type="checkbox"/> Residential Care	Licensed capacity:		
<input type="checkbox"/> Community Treatment Facility	Licensed capacity:	# children in placement today: <input type="text"/> # clients currently served: <input type="text"/>	
<input type="checkbox"/> Transition Age Youth Services			
<input type="checkbox"/> Other:			

Agency Budget:

Please enter your last completed fiscal year total revenue.

\$ <input type="text"/>
\$ <input type="text"/>

Accreditation(s):

<input type="checkbox"/> None at this time	<input type="checkbox"/> COA	<input type="checkbox"/> NCASES	<input type="checkbox"/> Other (Specify): <input type="text"/>
<input type="checkbox"/> CARF	<input type="checkbox"/> JCAHO	<input type="checkbox"/> WASC	

Affidavit:

This agency accepts and agrees to abide by, comply with and adhere to all the provisions, conditions, and covenants of the Articles of Incorporation, the Bylaws, the rules and regulations of the Corporation as they are or may from time to time be adopted, changed, amended, and all rulings, orders, direction and decisions of the Board of Directors or any duly authorized committee.

This agency agrees to pay such dues, assessments, and other charges in the manner and amount as shall from time to time be fixed by the Board of Directors.

This agency agrees that neither the Corporation nor any officer or employee thereof, nor any member of the Board of Directors shall be liable, except for willful malfeasance, to the applicant or to any director, officer or employee thereof, or to any other person, for any action taken by such officer or member of the Board of Directors in his official capacity, or by any employee of the Corporation while acting within the scope of his employment or under instruction of any officer, board or committee of the Corporation, in connection with the administration or enforcement of any of the provisions of the Bylaws, any of the rules and regulations as they are or may from time to time be adopted, changed, or amended, or any ruling order, direction, decision of, or penalty imposed by the Board of Directors or any duly authorized committee.

This agency agrees to present reasonable information with respect to the application as the Board of Directors may require.

Executive Director/CEO signature

Date

Accreditation

In September 2015, Gov. Brown signed AB 403 that requires that Foster Family Agencies (FFAs), group homes and Short-term Residential Therapeutic Programs (STRTPs) must be accredited by a national accrediting body as a condition of licensure and in order to receive a foster care rate.

Consistent with California law, the California Alliance also requires that all member agencies be accredited by an Alliance recognized national accrediting body including the Council on Accreditation (COA), The Joint Commission (TJC) and the Commission for Accreditation of Rehabilitation Facilities (CARF).

The California Alliance is proud of the reputation for quality services earned by our members over the years. Members believe that the process of becoming accredited and maintaining accreditation improves the quality of agency services, administration, and operations. Accreditation involves a comprehensive evaluation of an agency's operating systems based on nationally accepted standards of governance, finances, personnel, safety and of best practices in specific service areas, and includes on-site reviews by teams of executives and specialized staff.

Accreditation, as a prerequisite for membership, has been an Alliance requirement since its formation in 2000, and dates back to the late 1960s as a requirement of one of the founding associations.

Alliance Accreditation Requirement

Organizations that are already accredited may join as full "General Members" of the Alliance. Organizations not yet accredited join as Provisional Members and retain that status until they have completed accreditation.

Provisional Members are required to complete national accreditation within three years of being accepted for membership. To that end, the Alliance Membership Committee requires that Provisional Members select an accrediting body within 12 months of being approved for membership. ***However, the state requirements may differ from Alliance membership deadlines so please see information below and consult with the state for clarification.***

Accreditation Status

Please complete the following information regarding the accreditation status of your organization and submit it with your application. Please check all that apply.

Accrediting Body	Your Organization's Accreditation Status						
<input type="checkbox"/>	CARF	<input type="checkbox"/>	Currently accredited	<input type="checkbox"/>	Selected and applied	<input type="checkbox"/>	Considering
<input type="checkbox"/>	COA	<input type="checkbox"/>	Currently accredited	<input type="checkbox"/>	Selected and applied	<input type="checkbox"/>	Considering
<input type="checkbox"/>	TJC	<input type="checkbox"/>	Currently accredited	<input type="checkbox"/>	Selected and applied	<input type="checkbox"/>	Considering

If your agency has selected an accrediting body and is in the process of becoming accredited, please complete the sentences below:

My organization's expected start date (i.e., signed agreement and fee paid) is _____

My organization's site visit is scheduled for _____

The target date for my organization to complete accreditation is: _____

Background/Deadlines:

FFAs:

- FFAs that were licensed prior to Jan. 1, 2017 have up to 24 months or until Dec. 31, 2018 to obtain national accreditation.
- FFAs that are newly licensed after Jan. 1, 2017 have up to 24 months from the date of licensure to obtain national accreditation.
- For FFAs that are not nationally accredited during the required time period, “DSS may revoke a FFA’s license for failure to obtain accreditation within the timeframes specified.”

(Authority Cited: Health and Safety Code 1506.1, Welfare and Institutions Code 11466.01 and the FFA Interim Licensing Standards, page 70.)

Group Homes:

- Group homes paid under the RCL system that were licensed prior to Jan. 1, 2017 needed to request an extension to receive the RCL rate for up to two years or until Dec. 31, 2018 under certain circumstances. Time needed to obtain national accreditation may be one of the reasons for the extension request.
- The California Department of Social Services may grant group homes an additional extension for a provisional rate beyond Dec. 31, 2018 if they meet the statutory requirements. Obtaining national accreditation is not listed as one of the reasons for an extension past Dec. 31, 2018.

(Authority Cited: Welfare and Institutions Code 11462.04 and 11466.01.)

STRTPs:

- STRTPs have up to 24 months (two years) from the date of licensure to obtain national accreditation.
- (Authority Cited: ACL 16-79 page 5, Health and Safety Code 1562.01 and Welfare and Institutions Code 11466.01.)

Agency Information:

Agency Name	
CEO/ED	

Executive Director/CEO signature

Date

Mission

The mission of the California Alliance is to champion, partner and advocate for policies and practices that improve outcomes for children, youth and families.

Code of Ethics

Given its mission, the California Alliance has adopted a Code of Ethics to guide itself and member agencies in their conduct. The Code contains broad principles reflecting the types of behavior the California Alliance expects toward children and youth, their families, other private human service organizations, public agencies, constituents, donors, employees, and the public. This Code of Ethics is an effort to highlight the fundamental values and ethical principles considered essential to our mission and the mission of our members.

This policy is not intended as a stand-alone policy. It does not embody the totality of the California Alliance ethical standards, nor does it answer every ethical question or issue that might arise. Rather, it is one element of a broader effort to create and maintain a quality organization that give ethical conduct the highest priority.

Alliance member agencies, their staff and boards of directors must:

1. Act honestly, truthfully and with integrity in all transactions and dealings to reflect positively on the profession, the Alliance and member agencies.
2. Keep the rights, needs and interests of the children, youth and families for whom services are provided as the focus of all transactions.
3. Strive for excellence and innovation and demonstrate professional respect and responsiveness to clients, contracting public agencies, donors and others.
4. Treat every individual with dignity, respect and fairness.
5. Treat all executives and staff from other agencies with respect, and accurately and fairly represent the services provided by colleagues.
6. Avoid conflicts of interest in transactions and relationships.
7. Act responsibly toward the communities in which member agencies work and for the benefit of the communities they serve.
8. Be responsible, transparent and accountable for all our actions.
9. Comply with applicable federal, state and local laws and regulations.
10. Honor commitments and promises to the best of our abilities.
11. Not discriminate in relationships or services with children, youth and families, contractors and colleagues on the basis of race or ethnicity, gender, age, religion, national origin, sexual orientation or disability.

Requirement of Membership

Adherence to this code of ethics is a requirement of membership in the California Alliance for Child and Family Services. If a possible instance of unethical practice on the part of an Alliance member is brought to the attention of the Alliance, it may be referred by the Executive Director or Board of Directors to the Membership Committee for consideration of a response up to and including expulsion/probation as detailed in Section 3.6 of the Bylaws. It is the responsibility of the Membership Committee to gather all relevant facts concerning the alleged ethical breach and to present a report including recommendations for action to the Board of Directors. In the course of performing its fact finding, the Membership Committee will give the agency under question the opportunity to respond to all expressed concerns.

Agency Information:

Agency Name
CEO/ED

Agency Name	
CEO/ED	

Executive Director/CEO signature

Date



Instructions for Completing Member Agency Dues Self-Assessment for 2022

1. Name of member agency:

- ▲ Enter the name of your **agency** next to item 1 on the Member Agency Dues Self-Assessment for 2022 (Self-Assessment).
-

2. Most recently completed fiscal year:

- ▲ Enter the beginning and ending **dates** of the fiscal year your agency most recently completed in the boxes next to item 2 on the Self-Assessment. Enter the date your fiscal year started in the left hand box and the date your fiscal year ended in the right hand box. It is not necessary that your annual audit have been completed for the fiscal year.

Example 1: If your fiscal year runs from January through December (a calendar year), your most recently completed fiscal year is 2020. You would enter the date your fiscal year started, 1/1/20 in the left hand box and the date your fiscal year ended, 12/31/20 in the right hand box.

Example 2: If your fiscal year runs from July 1-June 30 (the State's fiscal year), your most recently completed fiscal year is 2019-20. You would enter the date your fiscal year started, 7/1/19 in the left hand box and the date your fiscal year ended, 6/30/20 in the right hand box.

3. Total of all expenditures:

- ▲ Enter total expenditures for the fiscal year you entered in item #2 for all member agency programs and service areas represented by Alliance advocacy activities shown under #3(C) below, in the box next to item #4 on the Self-Assessment. It is not necessary to use audited expenditure figures.

(A) Expenditures.

Include direct costs and allocations to all categories of expenditures including, but not limited to the following:

- a. Payroll, including benefits
- b. Contract services
- c. Program support
- d. Facility related costs
- e. Vehicle costs
- f. Child related costs
- g. Administration and other allocated overhead costs.

(B) Member agency.

Include, all entities related to the member agency. The term “member agency” refers to the agency named as a member of the California Alliance and to all corporate and affiliated entities of the member agency, both nonprofit and proprietary. “Corporate and affiliated entities” include, but are not limited to the following:

- a. Subsidiary corporations.
- b. Parent corporations with overarching fiscal, administrative or programmatic control.
- c. Affiliated entities with interlocking management or governance.

All member agency's services and programs impacted by Alliance activities must be included by the member agency in its dues assessment. A member agency **may not** choose to identify only a portion of its programs or service areas for Alliance membership and dues assessment.

A member agency may not choose, for example, to have its group home program join the Alliance but exclude its FFA or nonpublic school from membership and dues assessment, even if they are part of different corporations.

(C) Programs and services represented by Alliance activities.

Include the following programs and service areas when calculating expenditures:

- a. **Adoption:** all programs and service areas focused on adoption of children with special needs, adoption of children from the public systems, and associated pre and post adoption services.
- b. **Education:** all nonpublic schools, foster youth education, and all programs and service areas focused on children who are receiving education services and support pursuant to an Individual Education Plan (IEP), including but not limited to educationally-related mental health services.
- c. **Foster family agency:** all foster family agencies, intensive treatment foster care, and related programs and services.
- d. **Juvenile justice:** all programs and services focused on youth in the juvenile justice system.
- e. **Mental health:** all publicly funded mental health services for children and youth.
- f. **Residential care:** all group homes, STRTPs, CTFs and residential programs for children and youth in the foster care, juvenile justice and education systems.
- g. **Transitional services for foster youth:** all services and support for youth transitioning out of the foster care system; including but not limited to transitional housing, THPP, and THP-Plus, and THP-Plus Foster Care.
- h. **Prevention:** all prevention based services including Wraparound, Family Resource Centers, early education and related programs and services.
- i. **Promising practices, emerging programs and services:** promising programs and services provided by member agencies, and identified and approved for advocacy and dues assessment.

A member agency may exclude programs or service areas not impacted by Alliance activities; for example, programs for adults, day care programs, Skilled Nursing Facilities, and programs operated outside of California.

4. Compute your agency's dues obligation:

Using the attached Dues Schedule 2022, **compute** your agency's dues obligation and **enter** it in the box next to item #4 on the Self-Assessment.

The Dues Schedule 2022 has four columns: Tier, Annual Agency Expenditures (From and To), and Annual Dues.

Step 1: In the "From" and "To" columns on the Dues Schedule, locate the range of annual agency expenditures that corresponds to your agency's computed expenditures from item #4. To the right, in the "Dues" column, you will find the level of annual dues that corresponds to your agency's expenditures.

Step 2: On the Self-Assessment form next to item #4, **enter** the amount of annual **dues** that corresponds to your agency's expenditures.

Example: If your agency's expenditures total \$4,380,000, you would locate the range: "From \$4,375,001 To \$5,000,000" in the Annual Agency Expenditures columns of the Dues Schedule. This is the range into

which your agency's expenditures fall. To the right in the Annual Dues column, you would find Annual Dues of \$8,815. You would enter that amount on the Dues Assessment form in the box next to item #4.

5. I prefer to pay member dues:

- ▲ **Check the box** corresponding to one of the two payment schedule options – i.e., annually, quarterly or monthly.

If you select to pay your dues “monthly,” or “quarterly,” you will receive your invoices electronically through QuickBooks by the first of each month or quarter.

If you select to pay your dues “annually,” please include payment when you submit your Self-Assessment. Retain a copy of the Self-Assessment as your invoice.

- ▲ **Check the box** corresponding to one of the three payment options – i.e., electronic funds transfer, check or credit card – in the upper right hand section. If you choose credit card, you have an option of setting up recurring credit card payments. Please contact Kim Janoe (contact information below) to receive the Recurring Payment Authorization Form. If you choose to pay be electronic funds transfer, please contact your bank to initiate the process.
 - ▲ **Enter the name** of your agency's accounts payable contact in the lower left hand section.
 - ▲ **Enter the email address** for your agency's accounts payable contact in the lower right hand section.
-

6. Assurance of accuracy:

- ▲ Please ensure that both the agency's Executive Director or CEO and the lead financial staff, **enter their e-signatures** and **date** the Self-Assessment form in the designated sections next to item #6, and **enter** their **printed names** in the boxes below their respective signatures.

The chief executive (executive director or CEO) and chief fiscal staff of each member agency are required to sign the affidavit attesting to the accuracy of the agency's dues assessment.

Should the information subsequently be found to be inaccurate,

- a. And if correction of the inaccuracy results in a higher dues assessment, the member agency will be offered the opportunity to revise the assessment and remit the difference to the Alliance, or
- b. If correction of the inaccuracy results in a lower dues assessment, the Alliance will remit the difference to the member agency.

Should a member agency choose not to remit additional dues assessed on the basis of an assessment correction, that agency will be referred to the Membership Committee to be considered for termination of membership.

Questions?

Call Kim Janoe at 916/449-2273, ext. 207, or email her at kjanoe@cacfs.org.

Dues Schedule 2022

Tier	<u>Annual Agency Expenditures</u>		Annual Dues	Monthly Dues
	From	To		
1	-	85,000	400	33
1	85,001	255,000	600	50
	255,001	350,000	985	82
	350,001	435,000	1,270	106
2	435,001	605,000	1,480	123
	605,001	750,000	1,840	153
	750,001	815,000	2,080	173
3	815,001	945,000	2,325	194
	945,001	1,000,000	2,500	208
	1,000,001	1,375,000	2,910	243
4	1,375,001	2,125,000	4,270	356
	2,125,001	2,500,000	5,620	468
	2,500,001	3,125,000	6,750	563
5	3,125,001	4,375,000	7,990	665
	4,375,001	5,000,000	8,815	735
	5,000,001	6,125,000	9,680	807
6	6,125,001	8,750,000	10,490	874
	8,750,001	10,000,000	11,625	969
	10,000,001	13,250,000	12,825	1,069
7	13,250,001	16,750,000	14,013	1,168
	16,750,001	20,000,000	14,985	1,249
	20,000,001	23,250,000	15,140	1,262
8	23,250,001	26,750,000	17,000	1,417
	26,750,001	30,000,000	18,445	1,537
	30,000,001	33,250,000	19,610	1,634
9	33,250,001	36,750,000	20,650	1,721
	36,750,001	40,000,000	21,490	1,791
	40,000,001	43,250,000	22,060	1,838
10	43,250,001	46,750,000	22,950	1,913
	46,750,001	50,000,000	24,190	2,016
	50,000,001	53,250,000	24,265	2,022
11	53,250,001	56,750,000	25,850	2,154
	56,750,001	60,000,000	27,435	2,286
	60,000,001	63,250,000	27,730	2,311
12	63,250,001	66,750,000	29,250	2,438
	66,750,001	70,000,000	30,770	2,564
	70,000,001	73,250,000	31,515	2,626
13	73,250,001	76,750,000	33,000	2,750
	76,750,001	80,000,000	34,485	2,874
	80,000,001	83,250,000	35,100	2,925
14	83,250,001	86,750,000	36,550	3,046
	86,750,001	90,000,000	38,000	3,167
	90,000,001	93,250,000	38,485	3,207
15	93,250,001	96,750,000	39,900	3,325
	96,750,001	100,000,000	41,320	3,443
	100,000,001	103,250,000	41,665	3,472
16	103,250,001	106,750,000	43,050	3,588
	106,750,001	110,000,000	44,435	3,703
	110,000,001	113,250,000	44,650	3,721
17	113,250,001	116,750,000	46,000	3,833
	116,750,001	120,000,000	47,350	3,946



Member Agency Annual Dues Self-Assessment for 2022

(Please refer to the attached *Instructions for Completing Member Agency Dues Self-Assessment for 2022*)

1) Name of member agency:			
2) Most recently completed fiscal year started: _____ Date fiscal year ended: _____			
3) Please enter the total of all expenditures for Alliance-advocated programs and service areas during the most recently completed fiscal year, (See Instructions for Completing Dues Assessment for detailed explanation) \$ _____			
4) Please use the attached Dues Schedule to compute your agency's dues obligation. Enter the annual dues assessment. \$ _____			
5) I prefer to pay membership dues (check one): <input type="checkbox"/> Annually (<i>this is your invoice; include payment</i>) <input type="checkbox"/> Monthly (<i>you will be invoiced monthly</i>) <input type="checkbox"/> Quarterly (<i>you will be invoiced quarterly</i>)		I prefer to make payments via (check one): <input type="checkbox"/> Electronic funds transfer <input type="checkbox"/> Check <input type="checkbox"/> Credit card	
Name of your agency's accounts payable contact:		Contact's email address:	
6) Assurance of accuracy: I attest that the foregoing is a true and accurate statement of my agency's expenditures for Alliance-advocated programs/service areas and of my agency's dues obligation.			
Dated e-signature of Executive Director/CEO		Dated e-signature of lead finance staff (e.g., CFO, controller, accountant, etc.)	
e-signature	Date	e-signature	Date
Name printed		Name printed	

Please make a copy for your records, then email the “Member Agency Annual Dues Assessment for 2022” with e-signatures to cdubon@cacfs.org.

THANK YOU!