

# STATE OF MICHIGAN

## Social Services Block Grant

### Intended Use Plan and Pre-Expenditure Report

Fiscal Year 2015

#### CONTENTS:

I. State/Federal Fiscal Year Covered in Pre-expenditure Plan

II. Letter of Transmittal

III. Public Inspection

IV. Narrative

A. Administrative Operations

B. Fiscal Operations

C. Program Operations

V. Pre-Expenditure Reporting Form

VI. Appendices

Appendix A: Documentation of Public Hearing

Appendix B: Certifications

Appendix C: Proof of Audit

VII. Additional Information

**I. State/Federal Fiscal Year covered in Pre-expenditure Plan (REQUIRED)**

*Specify the fiscal year, including start and end dates, covered in the pre-expenditure plan.*

Fiscal Year (*select one*):

State

Federal

Dates (*start and end date of fiscal year*):

Start Date: 10/01/2014

End Date: 09/30/2015



STATE OF MICHIGAN  
DEPARTMENT OF HUMAN SERVICES  
LANSING

RICK SNYDER  
GOVERNOR

MAURA D. CORRIGAN  
DIRECTOR

Mr. Lynwood McDaniel Jr.  
Social Services Program Specialist  
Division of State Assistance  
Office of Community Services  
Administration for Children and Families  
U.S. Department of Health and Human Services  
370 L'Enfant Promenade, S.W.  
Washington, DC 20447

Dear Mr. McDaniel:

Enclosed is the Social Services Block Grant Intended Use Plan and pre-expenditure report for the State of Michigan. The report covers Federal Fiscal Year 2015, which runs from 10/1/14 to 09/30/15.

The State SSBG official receiving the SSBG Grant Award is:

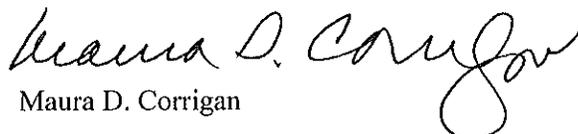
Ms. Maura D. Corrigan  
Michigan Department of Human Services Director  
Budget and Grant Management Division  
235 S. Grand Avenue, Suite 1503  
Lansing, Michigan 48933  
Telephone: 517-241-4253  
Fax: 517-373-4865  
E-mail: [DHS-grants@michigan.gov](mailto:DHS-grants@michigan.gov)

The SSBG program contact person is:

Ms. Janie Soliz  
Michigan Department of Human Services  
Budget and Grant Management Division  
235 S. Grand Avenue, Suite 1503  
Lansing, Michigan 48933  
Telephone: 517-241-7482  
Fax: 517-373-4865  
E-mail: [solizj@michigan.gov](mailto:solizj@michigan.gov)

If you have any questions regarding this report, please contact [DHS-grants@michigan.gov](mailto:DHS-grants@michigan.gov).

Sincerely,

  
Maura D. Corrigan

### **III. Public Inspection**

The governor of Michigan has designated the Michigan Department of Human Services as the state agency to receive and administer the Title XX Social Services Block Grant. The department has produced this plan to meet the requirements for receiving Title XX Social Services Block Grant funds and to facilitate public comment on the services to be supported by Title XX funds.

A public hearing for the SSBG State plan was held on August 29, 2014. The draft plan was published and made electronically available for public comment and review during the month of August 2014, and announced to the Michigan Department of Human Services local offices, the Legislature, and other interested groups and individuals for comment. A designated electronic mailbox (DHS-SSBGMail@michigan.gov) was created to receive comments from interested groups and individuals on the draft plan.

A copy of the press release and newspaper articles is provided in Appendix A.

## **IV. Narrative**

### **A. Administrative Operations**

#### **1. State Administrative Agency**

Agency Designated to Administer SSBG Program:  
Michigan Department of Human Services (DHS)

Mission of Agency:

Improving the quality of life in Michigan by providing services to vulnerable children and adults that will strengthen the community and enable families and individuals to move toward independence.

Agency Responsibilities:

DHS provides assistance to clients in the following areas: food, child care, cash, medical and emergency relief. DHS is also responsible for providing services for the following programs: child support, foster care and adoption, abuse and neglect, juvenile justice, Native American Affairs, migrant and refugee programs, rehabilitation services, adult and children's services, disability determination, domestic violence prevention and family and community services.

Agency Goals and Objectives:

The following are the goals and objectives of DHS:

Goal 1: Children exit foster care to permanent placements.

Objective 1. 83% of children exiting foster care each month to a permanent placement.

Goal 2: Children free from recurrence of maltreatment.

Objective 1. 94.60% of child victims of abuse and/or neglect not victimized again in a 6-month period.

Goal 3: Food assistance payment accuracy rate.

Objective 1. 94% of benefits accurately issued to clients each month based on audits completed by the Office of Quality Assurance.

Goal 4: Children free from abuse or neglect in foster care.

Objective 1. 99.68% of child victims of abuse and/or neglect not victimized again by a foster parent or child caring institution staff person.

Goal 5: Children adopted within 24 months.

Objective 1. 36.60% of children adopted within 24 months of latest removal from home.

Goal 6: Recoupment from client error or intentional fraud.

Objective 1. \$2,030,000 in benefits retained annually by the state for recovery of client case errors and intentional program violations.

## **2. State Offices/Departments**

Below are descriptions of DHS program areas where Title XX funds are intended to be allocated:

**Adult Protective Services:** Provides protection to vulnerable adults (18 years or older) who are at risk of harm due to the presence or threat of abuse, neglect or exploitation.

**Adult Community Placement:** Provides services that assist in achieving the least restrictive community-based care settings for adults who require care in licensed community placement: Adult Foster Care facilities or Homes for the Aged.

**Adoption Services Program:** Provides for adoption planning and placement of children who are permanent state wards due to termination of parental rights. Services are provided to recruit and support permanent placements of children in homes that are capable of meeting the long-term physical, emotional, educational and behavioral needs of the child.

**Children's Foster Care:** Provides placement and supervision of children who have been removed from their homes due to abuse or neglect. The court authorizes removal of children from their parents and refers them to DHS for placement, care and supervision. Also several programs are provided to support older youth in foster care and youth that have exited foster care.

**Michigan Youth Opportunities Initiative:** Provides improved outcomes for youth transitioning from foster care to adulthood by bringing together community members, public and private agencies, and resources that are critical to enhancing the success of young adults who are transitioning or have transitioned from foster care.

**Children's Protective Services (CPS):** Investigates allegations that a child under the age of 18 is being abused or neglected by a caretaker (a person defined in the law as responsible for the child's health or welfare). CPS also assesses the safety of all children in the household and, if necessary, initiates actions needed to protect them.

**Runaway and Homeless Youth Services:** Provides crisis-based services to runaway youth ages 12-17 and their siblings and families, including crisis intervention, community

education, prevention, case management, counseling, skill building and placement. Provides services to homeless youth ages 16-21 that require support for a longer period of time including crisis management, community education, counseling, placement and life skills.

Children and Adult Licensing: Protects vulnerable adults and children by regulating and consulting with licensees. This industry is regulated through initial licensure, original and renewal inspections, complaint investigations, approval of corrective action plans and taking disciplinary action as needed to protect individuals served.

Community Resource Program (CRP): Offers numerous services and locally customized programs to meet community needs with the assistance of volunteers, donations and grant funding. DHS employs Community Resource Coordinators who focus on building relationships to provide additional services to families within the community. Some coordinators are housed within local schools, bringing services directly to clients. The CRP responds to the unique and changing needs of DHS staff, recipients and community partners. DHS volunteers provide services in the following areas:

- Transportation;
- Peer Counseling;
- Tutoring;
- Child Care; and
- Community Engagement and Partnerships.

Domestic and Sexual Violence Prevention and Treatment: Provides funding for domestic violence shelters, sexual assault programs, advocacy and services.

Migrant Affairs: Provides assessment, development and coordination of services for Michigan's migrant and seasonal farmworkers, their family members and dependents.

Native American Affairs: Delivers a broad range of services to Michigan's Native American population and DHS field staff. Services provided include: policy and program development, resource coordination, advocacy, training and technical assistance, coordination of efforts to ensure implementation of applicable state and federal laws, and tribal consultation.

Juvenile Programs: Provides technical assistance, consultation, assessment services and training for state community-based juvenile justice programs and youth in state-operated residential facilities. Assessment services include providing educational services, vocational services, short-term assessment services, cognitive restructuring, family assistance, crises intervention and recreation.

Multicultural Services: DHS contractors provide assistance to individuals and families to become self-sufficient after their arrival in the United States. Services include comprehensive community based mental health and case management services for Iraqi

refugee, asylee, and asylum-seeking children, adults and families. Services are also provided for vulnerable populations served by Jewish community agencies.

## **B. Fiscal Operations**

### **1. Criteria for Distribution**

SSBG funds constitute approximately 0.9% of total funding and about 1.1% of all federal funding for DHS. The distribution of SSBG funds is influenced by many factors, such as the availability of other federal, state and local funds; the availability of services from other federal or state agencies, private non-profit agencies, local agencies or family members; and the priorities of DHS.

### **2. Planning Process for Use and Distribution of Funds:**

Temporary Assistance to Needy Families (TANF) regulations authorize the use of up to 10% of a state's TANF grant to carry-out programs pursuant to Title XX of the Social Security Act.

TANF-transferred SSBG funds will support activities as described in this report subject to the federal requirement that TANF funds transferred to SSBG shall be used only for programs and services to children and their families whose income is below 200% of the federal income poverty guidelines.

### **3. Financial Operations System:**

DHS uses a public assistance cost allocation plan to assign costs to federal and state fund sources for program administration and service delivery. Through the use of appropriate time tracking methodologies, the department identifies eligible costs for federal funds.

Annually, the state has eligible claims in excess of its Title XX block grant and transfer funds. At that time, Title XX claims across all program areas are reduced to within the state's available funding. Remaining costs are supported with state funds as is necessary. Allowable costs are directed to Title XX per this intended use plan.

## **C. Program Operations**

### **1. SSBG Statutory Goals the State Plans to Achieve**

SSBG Statutory Goals:

- 1. Achieving or maintaining economic self-support to prevent, reduce, or eliminate dependency

- 2. Achieving or maintaining self-sufficiency, including reduction or prevention of dependency
- 3. Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interests, or preserving, rehabilitating or reuniting families
- 4. Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care or other forms of less intensive care
- 5. Securing referral or admission for institutional care when other forms of care are not appropriate, or providing services to individuals in institutions

## 2. Characteristics of Individuals to be Served

### Definitions

Child: For DHS protective services programs, child is a person under 18 years of age (MCL 722.622(e)). For all other programs, child is an individual who is not emancipated under 1968 PA 293, MCL 722.1 to 722.6, who lives with a parent or caretaker, and who is either of the following:

(i) Under the age of 18.

(ii) Age 18 and a full-time high school student.

Adult: An adult in need of services is a vulnerable person not less than 18 years of age (MCL 400.11). \*Note that there are additional Michigan statutes that define an adult as a person 18 years of age or older and a child as a person under 18 years of age.

Family: For limited purposes of the family independence program, family is defined in MCL 400.57 as a household consisting of a child and either a parent or stepparent of the child, or a caretaker of the child; a pregnant woman; a parent of a child in foster care.

### Eligibility Criteria:

**Adult Protective Services**: Any adult who is reported as at risk of harm from abuse, neglect or exploitation, and there is a reasonable belief that the person is a vulnerable adult in need of protective services.

**Adult Community Placement**: Adults who are elderly, frail, physically handicapped, emotionally impaired or mentally ill.

Adoption Services Program: All children legally free for adoption under the agency's care and supervision.

Children's Foster Care: Children who have been abused and/or neglected, and who cannot remain in their family homes because they would be at risk of further harm.

Michigan Youth Opportunities Initiative: Youth 14-21 who are active in the foster care system or placed out of their home due to a finding of abuse and neglect. Youth ages 18 -21 must have been in foster care on or after their 14th birthday, but are no longer under DHS supervision.

Children's Protective Services: All children and families when any of the following conditions exist: a child is reported, known, or suspected to be in danger of abuse, neglect or exploitation by a person responsible for the child's health or welfare; a child is without proper custody or guardianship; a child is adjudicated neglected and the court requests supervision by DHS in the child's home; a child or family is referred for investigation.

Runaway and Homeless Youth Services: Youths, ages 12-20, who are voluntarily admitted for services and have run away from their caretaker, are contemplating running away, are homeless or have been thrown out of their homes, or are in crisis or in need of protection. Families of eligible youth may also receive services.

Children and Adult Licensing: Vulnerable adults and children receiving services from licensed facilities including all child care homes and centers, adult foster care homes, homes for the aged, child caring institutions, child placing agencies, camps, foster family and foster family group homes.

Community Resource Program: Children and families that have been identified as needing services.

Domestic and Sexual Violence Prevention and Treatment: Adult victims of domestic violence and their children and sexual assault victims of any age.

Migrant Affairs: Migrant and seasonal farm workers and their family members and dependents.

Native American Affairs: People and/or families who self-declare as having Indian ancestry and have developed or are at risk for the development of social, educational, and economic problems, particularly but not limited to: children, families, elders, low-income individuals and disabled persons.

Youth in Transition and Education & Training Voucher Program: Youth who are active in the foster care system, placed out of their home based on abuse and neglect, starting at age 14 and up to age 21; youth, ages 18 to 21, that have been in foster care on or after their 14th birthday but are no longer under DHS/Tribal supervision; a youth who has or had an open juvenile justice case and is placed in an eligible placement under the supervision of DHS.

Juvenile Programs: Adjudicated delinquent youth who have been committed under Public Act 150, 1974, or who are court wards ordered to the DHS for placement and care. Youth who are at risk of becoming delinquent because of home or community involvement.

Multicultural Services: Clients served are low income Arab-American or Chaldean applicants or recipients of public assistance.

#### Income Guidelines:

Adult Protective Services, Adult Community Placement, Adoption Services Program, Children's Foster Care, Michigan Youth Opportunities Initiative, Children's Protective Services, Runaway and Homeless Youth Services, Bureau of Children and Adult Licensing, Community Resource Program, Domestic and Sexual Violence Prevention and Treatment Board, Native American Affairs, Migrant Affairs and Juvenile Programs are provided without regard to income.

Multicultural services require a person or family to have an income level 200% below the federal income poverty guidelines.

### **3. Types of Activities to be Supported**

#### ADOPTION SERVICES

DHS provides permanent homes for Michigan Children's Institute wards (permanent state wards) and permanent court wards under the supervision of the department. In certain situations, DHS may also provide a subsidy to assist in supporting the day-to-day care of the child, treatment of medical conditions, or both.

Services are provided to all children legally free for adoption under the care and supervision of DHS. The Department's direct adoption services concentrate on special needs children including children who are members of sibling groups, children with physical and emotional handicaps and older children.

DHS ensures child welfare clients have access to health care services such as medical, dental and mental health. DHS provides medical, psychological and psychiatric services to clients of the Adoption Services. DHS contracts with a medical consultant who provides policy direction advice, trains DHS staff, administers the Health Advisory Resource Team, and meets with state partners on health related issues.

- SSBG Statutory Goal(s) Supported: 3
- Method of Delivery: Public and Private
- Geographic Area: Statewide

## CASE MANAGEMENT

DHS administers and provides oversight of case management services throughout the state for DHS clients.

### A. Adult and Child Welfare Case Management

DHS provides the daily administrative rate paid to child placing agencies that deliver foster care case management services on behalf of DHS. DHS supports the delivery of case management services and intervention by front-line staff, supervisors and program managers in Adult Services; Prevention; Adult and Children's Protective Services (Maltreatment in Care, Centralized Intake); Foster Care (Health Unit/Liaison Officers, Michigan Youth Opportunities Initiative, Educational Planners, Child Welfare Financial Specialists, Permanency Resource Managers and Assistants, Peer Coaches, Family Aides); Foster Home Licensing; and Adoption. These case management services often include referrals to specific providers or direct intervention by the front-line staff in areas of health, education, independent living, housing, employment, parenting, transportation and counseling.

DHS also supports the organization and management of substantial reform efforts to improve child welfare case management and service delivery by developing an enhanced case practice model (MiTEAM); establishing and implementing a statewide child welfare continuous quality improvement system (with qualitative service review component); and improving the collection and evaluation of child welfare data. Due to a class action lawsuit in Michigan, *Dwayne B. v. Snyder*, additional monitoring activities occur by and through a federal court ordered contract with Public Catalyst Group to ensure the rights of child welfare clients under the care and supervision of DHS protected pursuant to the *Dwayne B. Modified Settlement Agreement*.

DHS provides training and education support to child welfare staff to ensure all child welfare professionals serving child welfare populations in the state have necessary and applicable initial and ongoing training in areas of child welfare service delivery and case management.

## B. Migrant Program

DHS has been designated as the lead state agency responsible for the assessment, development and coordination of services for Michigan's 90,700 migrant and seasonal farm workers, their family members and dependents, which includes an estimated 41,038 children and youth under the age of 20. DHS responsibilities for migrant and seasonal farm workers are accomplished through the Office of Migrant Affairs, the Interagency Migrant Services Committee, and nine regional Migrant Resource Counties. Case management workers can assist clients with getting help for child day care; food assistance; Medicaid; emergency services; locating employment; and providing referrals to job skills retraining programs, healthcare providers, housing services, free legal services, migrant education, English as a Second Language classes and GED programs.

DHS Migrant Program staff conduct outreach to agricultural employers in partnership with the Michigan Workforce Development Agency. DHS also partners with nonprofits to deliver employment skill-based trainings to migrant farmworkers.

DHS provides specialized training on migrant assistance payments case management, DHS migrant policy, GED programs, English as a Second Language classes, health education opportunities and outreach to migrant and seasonal farm workers and their family members receiving DHS services.

- SSBG Statutory Goal(s) Supported: 1, 2, 3, 4
- Method of Delivery: Public and Private
- Geographic Area: Statewide

## C. Native American Affairs

The Office of Native American Affairs (NAA) serves as DHS' avenue to comply with federal and state requirements for consultation with American Indian tribes regarding all state plans, programs, legislative changes, and policy changes that impact Native American Indian children and families.

NAA delivers a broad range of education and training services to Michigan's approximate 130,000 American Indian population and department field staff including, but not limited to: child welfare /direct assistance policy and program development, client resource coordination, advocacy, training and technical assistance, cultural and educational linkages (resource guides, back to school backpacks, conferences, and foster care youth/recruitment incentives), coordination of efforts to ensure implementation of applicable state and federal laws including the federal Indian Child Welfare Act (ICWA) and Michigan Indian Family Preservation Act (MIFPA) pertaining to Native Americans, and tribal consultation annually (per tribal request respectively).

DHS supports coordinated statewide efforts and collaborations with other state entities to ensure the safety, permanency, and well-being of Indian children and families in

Michigan, including: Tribal State Partnership, Urban Indian State Partnership, Michigan Tribal Child Care Task Force, Regional Indian Outreach Worker Meetings, Child Welfare Training Institute, State Court Administrator's Office, Court Improvement Program, Statewide Task Force and Tribal Court Relations Subcommittee Member, Tribal and Urban Indian Organization Site Visits.

#### D. Indian Outreach Services

Indian Outreach Services (IOS), through coordination and support from the Department of Human Services' Office of Native American Affairs (NAA) assists Indian people with problems of a social, education, psychological, physical, economic and/or cultural nature to improve their quality of life. Indian Outreach Workers (IOWs) who share or have a knowledge of the values, traditions, customs, and language of the Indian community assist Native American families to attain self-sufficiency with a program focus to preserve, rehabilitate, strengthen and reunite families. IOWs provide information and referral services, homemaker services, serve as a liaison between the Native American community, state and local agencies, Indian centers, schools and the non-Native American community.

#### E. Multicultural Services

Comprehensive community based mental health and case management services for Iraqi refugee, asylee, and asylum-seeking children, adults and families. Other services include transportation, long-term housing, English as a Second Language, and address ongoing medical needs. The goal is to enhance assimilation and achieve self-sufficiency. Community-based mental health, case management and social services are also provided to vulnerable populations that are served by Jewish community agencies.

- SSBG Statutory Goal(s) Supported: 1, 2, 3, 4
- Method of Delivery: Public and Private
- Geographic Area: Statewide

### COUNSELING SERVICES

Therapeutic counseling services are provided to DHS clients receiving services from a wide variety of DHS programs, including Juvenile Justice, Children's Protective Services, Foster Care and Cash Assistance programs. Counseling services include clinical, outreach and group counseling.

- SSBG Statutory Goal(s) Supported: 1, 2, 3, 5
- Method of Delivery: Public and Private
- Geographic Area: Statewide

## FOSTER CARE SERVICES - ADULTS

### A. Adult Community Placement (ACP)

ACP Program provides services that assist in achieving the least restrictive community-based care settings for adults who require care in licensed community placement: Adult Foster Care (AFC) facilities or Homes for the Aged (HA). ACP works to maximize independence and self-determination for program recipients by assisting in maintaining connections with family, other community members, and community activities. ACP provides pre-placement services and assistance with placement for adults who need care in licensed community placement settings. Post-placement/follow-up services are also provided, as are transitional services for individuals relocated when nursing homes close.

DHS Adult Services workers provide program services to adults 18 or older who are elderly, frail, physically handicapped, emotionally impaired, or mentally ill. Most clients are Medicaid-eligible and receive Supplemental Security Income.

Specific ACP services can include: case management, counseling, education and training, health-related services, information and referral, money management, pre-placement services, post-placement services, and protection. DHS workers authorize personal care supplement payment each month to the AFC/HA provider for Medicaid clients residing in these facilities.

### B. Adult Foster Care Home Licensing

Children and Adult Licensing is responsible for issuing adult foster care home licenses and conducting ongoing monitoring of all adult foster care licenses. Children and Adult Licensing solely provides regulatory services. These regulatory services can include pre-licensing orientations provided to potential applicants; receiving and processing applications for adult foster care licenses; criminal background checks; consultation for the applicant on their efforts to comply with the administrative rules and licensing statutes; onsite inspections to verify compliance with all administrative rules; license renewal inspections; consultation to assist with compliance as needed throughout the duration of the license; special investigations when allegations of noncompliance are received; receiving and processing of complaints; and processing adverse actions to revoke, suspend, denial issuance or refuse to renew.

- SSBG Statutory Goal(s) Supported: 1, 2, 3
- Method of Delivery: Public
- Geographic Area: Statewide

## FOSTER CARE SERVICES - CHILDREN

### A. Children's Foster Care Program

DHS provides foster care placement activities for children who have been abused and/or neglected or who cannot remain in their family homes because they would be at risk of further harm. DHS provides temporary supervision of abused or neglected children when deemed necessary by the family court. DHS provides the following services:

- Maintains the child in the family home when possible and assists the family in resolving the situation.
- Provides access to therapeutic services designed to remediate familial problems and permit safe reunification with families.
- Supervises children placed out of their homes and works with the families to return the children to their families, if possible.
- Petitions the court for legal termination of parental rights, if necessary.
- Seeks permanent homes for children when neither return to their homes nor adoption is possible.
- Assures payments for necessary social services for children in foster care.

DHS provides placement and supervision of all children who are court or state wards. The Children's Foster Care program works closely with the Children's Protective Services program.

DHS ensures child welfare clients have access to health care services such as medical, dental and mental health. DHS provides medical, psychological and psychiatric services to clients of Foster Care Program. DHS contracts with a medical consultant who provides policy direction advice, trains DHS staff, administers the Health Advisory Resource Team, and meets with state partners on health related issues

#### B. Child Foster Care Home Licensing

Children and Adult Licensing is responsible for issuing child placing licenses and children's foster home licenses in the state and conducting ongoing monitoring of all child foster care licenses. Foster home licensing consultants are assigned to child placing agencies to assist with the licensing and monitoring of children's foster care licenses. Services provided can include: pre-licensing orientations to potential child placing agency (CPA) applicants; criminal background checks; consultation for the applicant on how to comply with the administrative rules and licensing statutes; training child placing agency certification staff related to the licensing of children's foster homes; training to child placing agency and child caring institution staff related to maintaining compliance with administrative rules and statutes as well as good practices; onsite inspections to verify compliance with all administrative rules; license renewal inspections to verify the facility remains in compliance; reviews in foster homes to ensure the safety of foster children and the provision of services by the CPA or for youth in independent living arrangements; consultation to assist with compliance as needed throughout the duration of the license; special investigations when allegations of noncompliance are received; receipt and processing of complaints; special investigations and/or renewal inspections; processing of adverse actions to revoke, suspend, deny issuance or refuse to renew licenses; maintaining the licensing database.

- SSBG Statutory Goal(s) Supported: 3, 4
- Method of Delivery: Public
- Geographic Area: Statewide

## HOUSING SERVICES

### A. Homeless and Runaway Youth

DHS contracts, through a continuum of services, with homeless youth and runaway service providers to provide street outreach, prevention, crisis intervention, and basic care centers, offering temporary shelter and transitional living programs for youth needing long-term support. The service array that is offered includes, but is not limited to, assessment, independent living skills, referrals for educational and health care needs, housing referrals, financial training and counseling. Specialized services that address the needs of specific groups of youth, such as foster care alumni; dissolved adoptions or guardianships; lesbian gay bi-sexual transgendered and queer/questioning youth; and pregnant and parenting youth are also available.

### B. Michigan Domestic and Sexual Violence Prevention and Treatment Board (MDSVPTB)

MDSVPTB administratively housed in DHS, is legislatively mandated to coordinate all statewide functions related to the prevention and treatment of domestic and sexual violence and is the entity responsible for enacting the congressional Violence Against Women Act in Michigan. MDVSPTB sub-contracts to local domestic and sexual violence shelter agencies for the provision of safe shelter housing coupled with voluntary supportive services as needed to assist domestic violence survivors and their dependent children. This includes onsite shelter managed by the domestic violence program and program-sponsored hotel rooms. Supportive services include 24-hour hotline, individual and group supportive counseling that is empowerment-based and related to domestic violence and/or sexual violence issues, child care during counseling sessions, children's services, transportation, and advocacy services in obtaining health care, criminal justice assistance, financial/specific assistance, employment assistance and housing assistance.

- SSBG Statutory Goal(s) Supported: 1, 2, 3, 4
- Method of Delivery: Public and Private
- Geographic Area: Statewide

## INDEPENDENT/TRANSITIONAL LIVING SERVICES

MDSVPTB sub-contracts with local domestic violence agencies for the provision of safe, decent single family occupancy units coupled with voluntary supportive services, to assist domestic violence survivors and their dependent children. Housing is available 7 days a week, 24 hours a day, 365 days a year for up to 24 months.

- SSBG Statutory Goal(s) Supported: 1, 2, 3, 4
- Method of Delivery: Public and Private
- Geographic Area: Statewide

## PREVENTION AND INTERVENTION SERVICES

DHS Migrant Program staff conduct outreach to migrant labor camps and refer potential situations of abuse, neglect, and family violence to appropriate areas of DHS and to other service providers.

- SSBG Statutory Goal(s) Supported: 4
- Method of Delivery: Public
- Geographic Area: Statewide

## PROTECTIVE SERVICES FOR ADULTS

Adult Protective Services (APS) provide protection to vulnerable adults who are at risk of harm due to the presence or threat of abuse, neglect, or exploitation. DHS provides immediate intervention to APS clients when necessary, which may include cost for placement in a safe environment; personal care aides; housecleaning; fumigation; or other needs that would assist the person to remain safely and independent.

Services in this program:

- Provide immediate (within 24 hours) investigation and assessment of situations referred to the department where an adult is suspected of being or believed to be abused, neglected, or exploited. This includes the operation of a 24-hour centralized intake center, where callers are able to call one number statewide to report suspected abuse, neglect, or exploitation.
- For those found to be in need of protection, assure that the adult is living in a safe and stable situation, including legal intervention, where required, in the least intrusive or restrictive manner.

Program services are available to any adult who is reported at risk of harm from abuse, neglect, or exploitation, and where there is a reasonable belief that the person is a vulnerable adult in need of protective services.

DHS purchases guardianship services for adults. Contractors deliver legal intervention services (guardianship, conservatorship, or both) which include the following duties and obligations to the ward:

- Ensuring that the ward is appropriately housed.
- Ensuring that provision is made for the care, comfort and maintenance of the ward.

- Making reasonable efforts to secure medical, psychological and social services, training, education, and social and vocational opportunities for the ward.
  - Filing with the court a report on the condition of the ward in compliance with the probate code.
  - Acting as fiduciary of the ward's estate in compliance with the probate code.
  - Receiving and managing benefit payments on behalf of the beneficiary.
  - Keeping in regular contact with the ward and maintaining an individual client case record of contacts, service plan, progress notes, etc.
  - Upon the death of the ward, notify the probate court and any department providing benefits to the ward, make funeral arrangements, apply for burial funds if necessary, turn the ward's assets over to the individual designated by the probate court and submit a final accounting of the ward's estate to the court.
  - Put in writing and implement a grievance procedure.
  - Have a written procedure to assist in making medical decisions.
  - Carry out all other duties required by the probate code.
  - Use partial guardianships (for example, finances only) when appropriate to maximize the rights maintained by the individual.
- SSBG Statutory Goal(s) Supported: 1, 2, 3, 4
  - Method of Delivery: Public
  - Geographic Area: Statewide

## PROTECTIVE SERVICES FOR CHILDREN

The purpose of Children's Protective Services is to assure that children are protected from further harm due to non-accidental physical or mental injury, sexual abuse, exploitation, or neglect by a person responsible for a child's health or welfare. DHS staff accomplish this through:

- Investigating and substantiating reported abuse and neglect.
- Assisting the family in diagnosing and resolving the problem.
- Referring families to community resources, including family preservation services when appropriate.
- Petitioning the court for removal of the child, if necessary.
- Providing public information about child abuse and neglect.
- Coordinating community service programs.
- Operating a 24-hour centralized intake center, where callers can call one number statewide to report suspected abuse, neglect, or exploitation.

DHS Children's Protective Services are provided to all children (under 18 years of age) and families when any of the following conditions exist:

- A child is reported, known, or suspected to be in danger of abuse, neglect or exploitation by a person responsible for the child's health or welfare.
- A child is without proper custody or guardianship.
- A child is adjudicated neglected and the court requests supervision by DHS in

the child's home.

- A child or family is referred for investigation.

DHS ensures child welfare clients have access to health care services such as medical, dental and mental health. DHS provides medical, psychological and psychiatric services to clients of the Child Protective Services. DHS contracts with a medical consultant who provides policy direction advice, trains DHS staff, administers the Health Advisory Resource Team, and meets with state partners on health related issues.

The DHS migrant program provides interpretation services in child protective services cases.

- SSBG Statutory Goal(s) Supported: 3, 4
- Method of Delivery: Public
- Geographic Area: Statewide

## RESIDENTIAL TREATMENT SERVICES

DHS provides care and supervision of abused, neglected and delinquent youth the court places with the department. Counseling as well as other treatment and therapeutic services are provided to youth in child placement residential facilities (child caring institutions).

- SSBG Statutory Goal(s) Supported: 3, 5
- Method of Delivery: Public and Private
- Geographic Area: Statewide

## SPECIAL SERVICES FOR YOUTH INVOLVED IN OR AT RISK OF INVOLVEMENT WITH CRIMINAL ACTIVITY

DHS may work with high quality mentoring programs in the Governor's four core cities (Flint, Detroit, Pontiac, and Saginaw) to expand the number of disconnected youth (such as youth in foster care, children of prisoners, and youth in gangs or at risk of gang involvement) served by mentors. Youth must be matched with a mentor in a formal mentoring program as defined by Mentor Michigan. Mentor Michigan is the state's lead agency on volunteerism. It provides support and resources to organizations around the state by providing training and research, as well as fostering partnerships to advance mentoring. In addition, Mentor Michigan works to ensure that every young person has a safe and beneficial mentoring experience by developing and promoting the use of quality program standards.

Youth in foster care are defined as youth who have an active foster care case and are placed in the care and supervision of the Michigan Department of Human Services. This includes older youth ages 18-21 that may be enrolled in Young Adult Voluntary Foster Care with the Michigan Department of Human Services. Foster youth do not have to be

under the jurisdiction of the court or be placed in a licensed foster home in order to be defined as a foster youth.

Children of Prisoners are defined as children with one or both parents incarcerated in a Federal or State correctional facility or in a local correctional facility if remanded there by a Federal or State court. The term is deemed to include children who are in an ongoing mentoring relationship in this program at the time of their parents' release from prison, for purposes of continued participation in the program. The match process must be initiated while one or both of the incarcerated parent(s) is serving a sentence in a Federal or State correctional facility or in a local correctional facility if remanded there by a Federal or State court.

Youth in gangs or at risk of gang involvement is defined as youth at risk of gang activity, delinquency, and youth violence.

- SSBG Statutory Goal(s) Supported: 3, 4
- Method of Delivery: Public and Private
- Geographic Area: Statewide

## OTHER SERVICES

### A. Community Resource Program

DHS provides food cards, gas cards, bus tokens and passes, and emergency food pantry of non-perishable goods. Basic hygiene supplies are provided to DHS clients in emergency situations or to foster care youth transitioning into independent living arrangements. A variety of trainings and informational sessions are provided through the Community Resource Program (CRP) to eligible and potential clients to increase their understanding and knowledge of available programs and resources. CRP purchases oil changes and gas cards and provides transportation costs and reimbursement to enable DHS registered volunteer drivers to continue transporting DHS clients who are Medicaid eligible to medical providers and other service providers when there are no other available options. DHS provides specialized trainings to volunteers to ensure volunteer and client safety.

Holiday gifts and baskets are provided to low-income families and/or foster children who would not otherwise have the means for these things. These programs are usually operated in partnership with community-based organizations or local chapters of national organizations like Toys for Tots.

### B. Back-to-School Backpack Program

DHS supports the Back-to-School Backpack program that is administered by DHS Community Resource Coordinators (CRC) in local offices through the Community Resource Program (CRP). Free school backpacks filled with age-appropriate and grade-appropriate basic school supplies are provided to low-income school-aged children at

the beginning of the school year that would otherwise not have these necessities for their education. These supplies are usually mandated by local district. This enhances not only their educational opportunities and ability to learn but also their self-esteem and self-worth as they can come to school equipped and ready to learn like their classmates.

C. Carpentry Skills for Inmates Training Partnership

Through a partnership with the Michigan Department of Corrections (DOC), DHS supplies lumber and other necessary materials to DOC that is used by inmates to construct beds. The inmates are taught carpentry skills that will prepare them for successful reintegration into their communities in order to reduce re-victimization and recidivism, and to promote self-sufficiency. The bed frames, guardrails, ladders and mattresses are given to families that have been referred by their DHS caseworker as having a need for beds.

- SSBG Statutory Goal(s) Supported: 1, 2, 3, 4
- Method of Delivery: Public and Private
- Geographic Area: Statewide

## **V. Pre-Expenditure Reporting Form**



## **Appendix A: Documentation of Public Hearing**

## NOTICE OF PUBLIC HEARING

**Michigan Department of Human Services (DHS) announces the availability of the Fiscal Year 2015 Title XX Social Services Block Grant (SSBG) State Plan.**

A public hearing for the SSBG State plan will be held August 29, 2014, from 9-10a.m. at the Grand Tower, 235 S. Grand Ave., Dempsey Room, Lansing, Michigan. The SSBG plan is also available for public review through August 29, 2014 on the DHS website at [www.michigan.gov/dhs](http://www.michigan.gov/dhs). Comments on the SSBG State Plan may be submitted by email to [DHS-SSBGMail@michigan.gov](mailto:DHS-SSBGMail@michigan.gov).

STATE OF MICHIGAN )  
County of Muskegon

ss. Deja McLenan

Being duly sworn deposes and say he/she is Principal Clerk of



**THE MUSKEGON CHRONICLE**  
**DAILY EDITION**

a newspaper published and circulated in the County of Muskegon and otherwise qualified according to Supreme Court Rule; and that the annexed notice, taken from said paper, has been duly published in said paper on the following day(days)

August 19 A.D. 20 14

Sworn to and subscribed before me this 19 day of August 20 14

*Janice M. Ringler*

JANICE M. RINGLER  
Notary Public, State of Michigan  
County of Kent  
My Commission Expires: 10/03/2014  
Acting in the County of Kent

**NOTICE OF PUBLIC HEARING**

Michigan Department of Human Services (DHS) announces the availability of the Fiscal Year 2015 Title XX Social Services Block Grant (SSBG) State Plan.

A public hearing for the SSBG State Plan will be held August 29, 2014, from 9-10 a.m. at the Grand Tower, 235 S. Grand Ave., Dempsey Room, Lansing, Michigan.

The SSBG plan is also available for public review through August 29, 2014, on the DHS website at [www.michigan.gov/dhs](http://www.michigan.gov/dhs).

Comments on the SSBG State Plan may be submitted by email to [DHS-SSBGMail@michigan.gov](mailto:DHS-SSBGMail@michigan.gov).

(1320-2)

491255-21

County of Oakland }  
STATE OF MICHIGAN, } ss.

*Lynn Droppings* being duly sworn,  
deposes and says that I am the *Lead Rep* of  
THE OAKLAND PRESS, a newspaper printed and circulated  
daily in Oakland County, Michigan and that I held such  
position during the publication of the notice hereto annexed;  
that a notice of .....

*public notice* of  
which the annexed notice is a true copy, was published in the  
said THE OAKLAND PRESS.....

*one* immediately preceding the  
of *Aug* that the annexed printed copy of said notice  
was taken from the said newspaper. That the dates of

publication of said notice were.....

*August 19, 2014*  
and further deponent sayeth not.

*Lynn Droppings*  
*Lynn Droppings*

Subscribed and sworn to before me this *19* day of  
*August* A.D. 20*14*.....

*Tina M. Crown*  
NOTARY PUBLIC, OAKLAND COUNTY, MICHIGAN

**NOTICE OF PUBLIC HEARING**  
Michigan Department of Human Services (DHS) announces the availability of the Fiscal Year 2015 Title XX Social Services Block Grant (SSBG) State Plan.  
A public hearing for the SSBG State Plan will be held **August 29, 2014**, from 9-10 a.m. at the Grand Tower, 235 S. Grand Ave., Dempsey Room, Lansing, Michigan.  
The SSBG plan is also available for public review through August 29, 2014, on the DHS website at [www.michigan.gov/dhs](http://www.michigan.gov/dhs).  
Comments on the SSBG State Plan may be submitted by email to [DHS-SSBGMail@michigan.gov](mailto:DHS-SSBGMail@michigan.gov). (1320-1)

TINA M CROWN  
Notary Public - Michigan  
Lapeer County  
My Commission Expires Mar 30, 2021  
Acting in the County of *Oakland*

# go stays alive World Series

LIAMS-  
hua Hous-  
ates from  
Chicago  
home just

nd Trey  
ed, and  
breaking  
fifth in-  
s Jackie  
eat Cum-  
land, 8-7  
ht in an  
at the Lit-  
Series.  
because  
rs," said  
who had  
ed twice.  
is possi-

Robinson  
enting the  
omprised  
American  
aking its  
in the  
1983. It  
d, Texas,  
ey really  
g on,"  
Butler  
matter  
g. This  
am."  
e game  
mer of  
a solo  
l, to get  
s team-  
g him  
home

ponded  
he bot-

tom of the first, CJ Davock singled to left and Addison Kopack walked. Tyler Provost followed with an RBI single to center and Kopack scored when the cutoff throw sailed past Houston at third.

Hondras hit a towering three-run homer to center in the second to stake Chicago to a three-run lead and Houston's RBI single in the top of the third made it 6-2.

Undaunted, Cumberland laced six straight hits to spark a five-run rally in the bottom of the third to take a 7-6 lead.

Hondras tried to spark Chicago in the fourth, but he was thrown out at third trying to stretch his line drive that bounced off the left-center field wall. Chicago protested, but the call was upheld.

In the fifth, lefty-hitting Darion Radcliff's hard RBI single to left tied it for Cumberland before Houston drove a line drive down the left-field line to bring in pinch-runner Lawrence No-



Chicago's Pierce Jones (23) rounds third to congratulations from Cumberland second baseman John Bellsé after leading off the game with a home run in their elimination game at the Little League World Series in South Williamsport, Pa., on Monday. (AP photo)

ble from second base with the decisive run.

**Texas U, Washington 4**  
 Layne Roblyer hit a three-run homer in the third inning, his second homer of the tournament, to lead Pearland, Texas, in an elimination game over Lynnwood, Washington.

Pearland scored five runs on two wild pitches, a passed ball and a single in the sixth to seal the win.

**Venezuela 2, Puerto Rico 1**  
 Ronny Medina struck out nine for Venezuela. Medina came through in

the elimination game, pitching five innings and allowing just two hits.

Puerto Rico's lone run came in the bottom of the first when Yadiel Santana stole home on a passed ball.

Venezuela gave Medina the support he needed early, scoring once in the first and second innings.

### NOTICE OF PUBLIC HEARING

Michigan Department of Human Services (DHS) announces the availability of the Fiscal Year 2015 Title XX Social Services Block Grant (SSBG) State Plan.

A public hearing for the SSBG State Plan will be held August 29, 2014, from 9-10 a.m. at the Grand Tower, 235 S. Grand Ave., Dempsey Room, Lansing, Michigan.

The SSBG plan is also available for public review through August 29, 2014, on the DHS website at [www.michigan.gov/dhs](http://www.michigan.gov/dhs).

Comments on the SSBG State Plan may be submitted by email to [DHS-SSBGMail@michigan.gov](mailto:DHS-SSBGMail@michigan.gov). (1520-3)

**MOBILE REFRIGERATION UNIT**

Picnics • Events • Commercial Storage  
Daily/Weekly Rentals



**DUQUAINE**  
MARQUETTE

1744 Presque Isle Ave.  
Marquette • 228-7290  
[www.duquaineinc.com](http://www.duquaineinc.com)

*This ad ran on 8-19-14  
 It came from Zimientul!  
 Gail Green*

## **Appendix B: Certifications**

1. Drug-Free Workplace Requirements
2. Environmental Tobacco Smoke
3. Lobbying
4. Debarment, Suspension and Other Responsibility Matters

ADMINISTRATION FOR

# CHILDREN & FAMILIES

## CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988: 45 CFR Part 76, Subpart, F. Sections 76.630(c) and (d) (2) and 76.645(a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, SW Washington, DC 20201.

### Certification Regarding Drug-Free Workplace Requirements (Instructions for Certification)

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.
2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies.
4. For grantees who are individuals, Alternate II applies.
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).
8. Definitions of terms in the Non procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

*Controlled substance* means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

*Conviction* means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

*Criminal drug statute* means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

*Employee* means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All direct charge employees; (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the

grantee's payroll; or employees of sub recipients or subcontractors in covered workplaces).

**Certification Regarding Drug Free Workplace Requirements**

**Alternate I. (Grantees Other Than Individuals)**

The grantee certifies that it will or will continue to provide a drug free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about--

1. The dangers of drug abuse in the workplace;
2. The grantee's policy of maintaining a drug-free workplace;
3. Any available drug counseling, rehabilitation, and employee assistance programs; and
4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will--

1. Abide by the terms of the statement; and
2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted --

1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

---



---

Check if there are workplaces on file that are not identified here.

**Alternate II. (Grantees Who Are Individuals)**

(a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;

(b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or Other designee, unless the Federal agency designates a

central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

[55 FR 21690, 21702, May 25, 1990]

Signature: *Kathleen D. Corrigan*

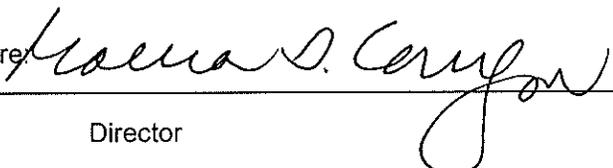
Title: Director

Organization: Michigan Department of Human Services

# CHILDREN & FAMILIES

## CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

The Pro-Children Act of 2001, 42 U.S.C. 7181 through 7184, imposes restrictions on smoking in facilities where Federally-funded children's services are provided. HHS grants are subject to these requirements only if they meet the Act's specified coverage. The Act specifies that smoking is prohibited in any indoor facility (owned, leased, or contracted for) used for the routine or regular provision of kindergarten, elementary, or secondary education or library services to children under the age of 18. In addition, smoking is prohibited in any indoor facility or portion of a facility (owned, leased, or contracted for) used for the routine or regular provision of federally funded health care, day care, or early childhood development, including Head Start services to children under the age of 18. The statutory prohibition also applies if such facilities are constructed, operated, or maintained with Federal funds. The statute does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, portions of facilities used for inpatient drug or alcohol treatment, or facilities where WIG coupons are redeemed. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 per violation and/or the imposition of an administrative compliance order on the responsible entity.

Signature: 

Title: Director

Organization: Michigan Department of Human Services

ADMINISTRATION FOR

# CHILDREN & FAMILIES

## CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

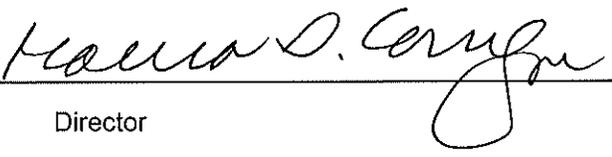
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: 

Title: Director

Organization: Michigan Department of Human Services

ADMINISTRATION FOR

# CHILDREN & FAMILIES

## CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS (PRIMARY)

### Certification Regarding Debarment, Suspension, and Other Responsibility Matters--Primary Covered Transactions Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and No procurement Programs.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

\*\*\*\*\*

### Certification Regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
  - (b) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or

destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or other. Vise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2. Inhere the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: *Heanna S. Carlson*

Title: Director

Organization: Michigan Department of Human Services

ADMINISTRATION FOR

# CHILDREN & FAMILIES

## CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS (LOWER TIER)

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions  
Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, {{Page 33043}} should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and No procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

\*\*\*\*\*

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal

Signature:

*Harold O. Conroy*

Title:

Director

Organization: Michigan Department of Human Services

## **Appendix C: Proof of Audit**

*Federal regulations state that:* "Each State shall, not less often than every two years, audit its expenditures from amounts received (or transferred for use) under this title... Within 30 days following the completion of each audit, the State shall submit a copy of that audit to the legislature of the State and to the Secretary." (Sec. 2006 [42 U.S.C. 1397a, Sec. 2006]).

## **Proof of Audit**

The single audit report for the year ended September 30, 2014 is posted on the Office of the Auditor General's website at

[http://audgen.michigan.gov/finalpdfs/13\\_14/r000010014.pdf](http://audgen.michigan.gov/finalpdfs/13_14/r000010014.pdf)

In addition, the audit report has been received by the Federal Audit Clearinghouse.

VII. Additional Information

## VII. Additional Information

### PROTECTION OF RIGHTS OF PERSONS APPLYING FOR OR RECEIVING SERVICES FUNDED BY THE SOCIAL SERVICES BLOCK GRANT

#### Confidentiality

Michigan Act 280 of Public Acts of 1939 contains provisions that govern the use and disclosure of information in social services records. These are found in Section 35 and 64 of Act 280, being Sections 400.35 and 400.64, Michigan Compiled Laws. In addition to the state law, the Department has promulgated Administrative Rule 400.6. Other state laws and administrative rules that apply to specific programs include:

- Section 748, Act 258, 1974, being MCLA 330.1748 (Mental Health Code).
- Section 11, Act 220, 1935, being MCLA 400.211 (MCI Act).
- Section 8, Act 150, 1974, being MCLA 803.308 (Youth Rehabilitation Act).
- Section 5 and 7, Act 238, 1975 as amended by Act 372, 1988, being MCLA 722.627 and 722.627 (Child Protection Act)
- Section 67 and 68, Act 296, 1974, as amended by Act 116, 1980 and Act 505, 1988, being MCLA 710.67-68 (Adoption Code).
- Section 13, Act 442, 1977, being MCLA 15.243 (Freedom of information Act).
- Section 28, Act 288, 1939, as amended by Act 330, 1982; Act 420, 1984; Act 170, 1986; Act 18 and 91, 1988; and Act 73, 1989 being MCLA 712A.28 (Juvenile Code).
- Section 10, Act 116, 1973, being MCLA 772.120 (Child Care Organization Act).
- Section 12, Act 218, 1979, being MCLA 400.712 (Adult Foster Facility Licensing Act).
- The law and the administrative rules provide protection of confidentiality for clients in services programs supported by Social Services Block Grant funds.

#### Hearings and Appeals

Act 280 of Public Acts of 1939, Section 65, as amended by Act 401, 1965, being Section

400.65 of Michigan Compiled Laws, specifies that the department shall prescribe rules and regulations for the conduct of hearings, appeals and complaints. Administrative Rule 400.901-922 provides the same hearing procedure for all department clients.

#### Standards of Promptness

Administrative Rule 400.2 states that applications shall be processed within the standard of promptness established in federal regulations. With the elimination of any federal regulations governing the standard of promptness for Title XX Social Services, programming receiving Social Services Block Grant funds will be governed by department policy. Department policy will continue with standards of promptness for Social Services Block Grant funded services that require processing applications within 45 days.