



Thank you for applying to the Greater Harrisburg Foundation, a regional foundation of The Foundation for Enhancing Communities. Tell your story clearly and concisely. Attachments are required; follow all directions. Failure to answer questions, utilize this template, or attach required documents will disqualify your application. **Answer all questions using information that applies to the project seeking support of grant funds.** Contact Jennifer Strechay, Program Offer for Community Investment, at jstrechay@tfec.org or 717-236-5040 with questions.

APPLICANT PROFILE

Applicant Organization Name

Dauphin County CASA

Provide your organization's name as currently recognized by the IRS

- Check box if the Applicant Organization Name above is a "Doing Business As" name and the provided 501c3 letter states a different name. To be recognized by the "Doing Business As" name, attach ONE legal document using the provided name. If not provided, TFEC will utilize the 501c3 name.**
- Check box if the Applicant Organization uses a Fiscal Sponsor and provide name here**
Click or tap here to enter text.

Name, Title, Email, Phone of Executive Leader

Lori K. Serratelli, Esq., President of Board of Directors; lori.serratelli@gmail.com; 717-540-9170

All contracts and notifications of grant status will be addressed to the individual provided here

Applicant Organization's Physical Address

2080 Linglestown Road, Suite 107, Harrisburg, PA 17110

Applicant Organization's Address for Mailed Communications

20780 Linglestown Road, Suite 107, Harrisburg, PA 17110

All contracts and notifications of grant status will be sent to the address provided here

Name, Title, Email, Phone of Contact Completing Application

Lori K. Serratelli, Esq., President of the Board of Directors, lori.serratelli@gmail.com; 717 540-9170

If application questions arise, this individual will be contacted by TFEC staff

Organization's Mission Statement

The mission of the Dauphin County Court Appointed Special Advocate (CASA) program is to provide trained court appointed community volunteers to advocate for abused, neglected and dually adjudicated (cross-over from dependency to delinquency) children.

Our goal is to speak for the child's best interest and ensure the right to a safe, permanent, forever home.

Organization History (Do not exceed this page)

After several years of meeting with the judges of Dauphin County Court of Common Pleas who preside over dependency and juvenile court, the Guardians Ad Litem, the District Attorney, and Children and Youth Services to advocate for the need for a CASA program, the Dauphin County CASA program formally began with the letter of support signed by President Judge Richard Lewis on September 9, 2016. This letter began the process required by the National CASA Association (a countrywide membership program that provides

guidelines and support to local programs) and Pennsylvania CASA (a statewide program that develops and supports local programs) to meet the requirements of a developing program.

Under the leadership of then Judge Lori K. Serratelli, who served in the Family Division of the Dauphin County Court, a Steering Committee was formed in the Spring of 2017 to begin the work for credentialing by National CASA. The Committee decided to begin under the Fiscal Sponsorship of The Foundation for Enhancing Communities and signed a Memorandum of Understanding (MOU) in November 2017.

The Board was established by February 2018. By March 19, 2018, paperwork was submitted to the National CASA Association for membership and to become a member program. This included numerous documents describing the planning, need for, and sustainability of the program.

The First official Board meeting was held May 2018. By-laws were approved. Fundraising efforts began immediately as well as negotiations with the County, Court and Children and Youth Services to reach an MOU which was finalized in December 2018.

On August 30, 2018, Article of Incorporation were filed. The application process for our own 501(c)(3) began and was filed by September 2018. The letter of approval from the IRS was issued March 2019.

With the help of donated marketing strategy and resources, a roll-out event occurred in March 2019, followed by a courthouse press conference announcing the formation of our own 501(c)(3) non-profit organization.

A Search Committee was formed, and an Executive Director was hired in July 2019. In the same month, Dauphin County CASA was granted full membership by the National CASA Association and given access to the national training curriculum for volunteers and other support as well as being now held accountable to the guidelines of the Association.

PA CASA received Victim of Crime Act (VOCA) funding to support the development of our program which included partial reimbursement for the salary of the Executive Director. Those funds, as well as grants from Stabler, Kline and Gladfelter foundations and direct donor support allowed the program to begin training volunteers and serve children in dependency. The first trained class of 12 volunteers were sworn in October 2019, followed by a second class in the Spring of 2020 who have served over 30 children in foster care.

PROJECT PROFILE

Project Title

Dauphin County CASA

Project Title must match title listed throughout application and online.

Project Areas of Focus

UPSTREAM GENERAL

Choose UPstream General if your project utilizes upstream strategies but is not principally centered upon the categories below. See the grant guidelines for additional detail.

UPSTREAM: FOCUS AREAS

Choose an UPstream Focus Area (if your project is principally centered upon one or more of the categories below). Please select only those area(s) that apply to this project. See the grant guidelines for additional detail.

<p>EDUCATION</p> <p><input type="checkbox"/> Programs & projects that focus upon or nurture access to early childhood education</p> <p><input type="checkbox"/> Education & development programs for children & youth</p> <p><input type="checkbox"/> Educational programs serving adults</p>	<p>ENVIRONMENT & PARKS</p> <p><input type="checkbox"/> Environmental stewardship</p> <p><input type="checkbox"/> Horticulture & the arts</p> <p><input type="checkbox"/> Health & environment</p> <p><input type="checkbox"/> Park beautification & improvement</p>
<p>HEALTH</p> <p><input type="checkbox"/> Health & human services</p> <p><input type="checkbox"/> Cancer awareness and/or research</p> <p><input type="checkbox"/> Dental care for those in need</p> <p><input type="checkbox"/> Health & human services</p> <p><input type="checkbox"/> HIV & AIDS</p> <p><input type="checkbox"/> Individuals with debilitating or terminal illness</p> <p><input type="checkbox"/> Individuals with intellectual disabilities</p> <p><input type="checkbox"/> Prevention of head and/or spinal cord injury</p> <p><input type="checkbox"/> Purchasing of devices that improve accessibility</p>	<p>HOMELESSNESS</p> <p><input checked="" type="checkbox"/> Homelessness & hunger</p>
<p>MENTAL HEALTH</p> <p><input type="checkbox"/> Counseling for children with terminally ill family members</p> <p><input type="checkbox"/> Guidance, counseling, or programming that includes guidance and/or counseling for youths</p> <p><input checked="" type="checkbox"/> Mental health</p>	<p>SENIORS</p> <p><input type="checkbox"/> Programs & projects serving older adults</p>
<p>COMMUNITIES OF FOCUS</p> <p><input type="checkbox"/> Disaster relief & human services that serve the communities of Lebanon City, PA and Cressona, PA</p> <p><input type="checkbox"/> Programs and projects that benefit residents of Millersburg, a borough of Dauphin County, PA</p> <p><input type="checkbox"/> Projects to enhance Camp Hill Borough parks provided by youth organizations such as Scout programs or other youth organizations; programs & projects that focus upon or nurture access to early childhood education within Camp Hill.</p>	

Counties to be served as part of project; check all that apply.

Cumberland Dauphin Franklin Lebanon Perry Northern York (Dillsburg Area)

Projected Number of Individuals to be served by project

50	Total number of ADULTS served
50	Total number of CHILDREN (ages 17 and under) served
50	Total number of ALL INDIVIDUALS served by the project

If above data is not appropriate to project, be sure to fully state the audience type and numbers to be served in Question 2 of the Impact Narrative.

PROJECT SNAPSHOT

1. Capture your UPstream project and the community need it seeks to address in 200 words or less.

Dauphin County CASA (Court Appointed Special Advocates) recruits, screens, trains and supervises volunteer advocates from the community to advocate for the best interest of abused and neglected children who are in foster care. These advocates are appointed by the Court as authorized by the Juvenile Act of the Commonwealth of PA at 42 Pa.C.S. Section 6342, to ensure that the children have access to a safe, permanent, home and the opportunity to thrive.

There were almost four hundred children in foster care in Dauphin County at any given time in 2019. These children are at risk for mental health issues, poor educational outcomes, and a variety of other lifelong challenges. An appointment of a CASA increases the likelihood of these children finding a permanent home, receiving more services while in the system, spending less time in foster care, and doing better in school. Dauphin County foster children deserve a chance and this project is here to meet their needs.

PROJECT NARRATIVE

Answer questions 2-10 clearly and concisely; no limit.

2. The GHCF UPstream grant opportunity seeks to improve our area communities by supporting existing or new “upstream” systems, interventions, programs, or projects that attempt to create positive social change by addressing a problem at its source rather than managing its “downstream” symptoms. Describe your proposed upstream project, the geographic area it will serve, and the audience to be served; state why this audience was selected. Include how/why your project is “upstream” and how your project is working to address a specific need or needs. You MUST use and complete the following statement within your answer, “Grant funds will be used to _____”.

Dauphin County CASA will provide trained, court-appointed community, highly trained and vetted volunteers to advocate for abused, neglected or dually adjudicated (dependent and delinquent) children in Dauphin County. These volunteers will improve the outcomes for abused and neglected children in the foster care system.

These CASA volunteers learn all they can about the children and their family. They engage the children with regular visits in their foster homes, at their schools, or in their residential placements throughout central Pennsylvania and beyond. CASAs speak for the child’s best interest in court and in all other areas of the children’s lives and make recommendations regarding the child’s placement and needed services. The volunteers monitor the child’s situation until the case is closed with the court. They work with others to ensure that necessary services are provided in a timely manner. Finally, CASAs create written reports for the court about what they have learned and how this information informs their recommendations.

The program trained the first class of 12 volunteers in September of 2019. These volunteers were sworn in by the Dauphin County Court of Common Pleas Judge Cherry in October of 2019 and began being assigned to children in care in November 2019. The first set of volunteers are assigned 31 children. The second class began training in February 2020. When the COVID 19 pandemic arrived in the Commonwealth in mid March, the volunteers moved to a virtual platform for training which was completed, with a swearing in ceremony by Judge Cherry captured by local media stations featured on the evening news.

The program has one staff member in the Executive Director position who is responsible for recruiting, training and supervising all volunteers as well as all aspects of program management. Grant funds will be used to pay for a portion of the salary of this position which will allow the program to continue to provide services to the vulnerable population of foster children in Dauphin County. The program will also seek additional funding from other sources such as direct donor solicitation and fund raising events with a focus on sustainability during the challenge of COVID 19.

The CASA volunteers undergo extensive background checks that include FBI clearances, statewide criminal and child abuse checks, as well as clearances from the sex offender database. To responsibly ensure the safety of the children we serve, our program also must have costly liability insurance which currently is provided by only one carrier available to cover volunteers working with children. Grant funds will be used to help cover a portion of the expenses of training and supervising the volunteer CASAs.

DATES & LOCATIONS

3. When and where will the project take place? List dates and locations as appropriate in chronological order. State if provided dates/locations are confirmed, estimated, or to be determined.

All activities of the project/program take place in Dauphin County, including the training and supervision of the volunteers. The children placed in foster care can be located outside of Dauphin County requiring the volunteers to visit them in various other counties, but the children served by the program are under the supervision of the Dauphin County Court.

ROLES & RESPONSIBILITIES

4. Does the project involve partnerships, collaborations, service, or affiliations with other organizations that will strengthen the project? If so, LIST their name(s) and corresponding role(s) within the categories below OR if this does not apply to you, state why your project is best positioned for success as a single organization.

SINGLE ORGANIZATION STATEMENT: Click or tap here to enter text.

PARTNERSHIPS: *We are equally invested in providing this project and success is dependent upon all organizations and shared roles although one entity serves as the applicant for this grant. Our application includes a letter from each partner that states their role in this relationship.*

Click or tap here to enter text.

COLLABORATIONS: *We are working with other organizations to make this project happen, but we serve as the lead organization for this grant opportunity and our project success is enriched by, but not dependent upon, our collaborators. An additional letter is NOT required, but may help the application.*

Click or tap here to enter text.

SERVICE: *Our project will serve these organizations and cannot take place without their commitment to accept service. Our application includes a letter from each organization (this includes schools) that states their intent to participate.*

Dauphin County CASA has an MOU with the Dauphin County Court of Common Pleas, the Dependency and Delinquency Judges, Dauphin County Children and Youth Services (CYS), Dauphin County Juvenile Probation (JPO) and the Dauphin County Commissioners. (Attachments: MOU, letter of support by Commissioner Hartwick, letter of support from Dauphin County Probation Services, and letter of support from Families United Network which supplies foster parents by contract with the county)

AFFILIATIONS: *Our project may be affiliated with these organizations in some way, but is not 100% dependent upon their participation. An additional letter is NOT needed.*

Click or tap here to enter text.

COMPARABLES

5. Are other organizations in your service area providing services that are similar to your proposed project? If yes, state their names or services and explain how your project differs. If no, state NA.

Currently there are no other programs providing services to abused and neglected children in foster care by volunteers trained and then appointed by the Court to be assigned one-on-one to a child or sibling group from the same family unit. CASAs are uniquely a creation of statute to assist the court in determining the best placement or reunification for a dependent child.

ASSESSMENT & IMPACT

- 6a. What will project success look like? Provide a brief overview of the project's key outcomes, outputs, and/or other results of success.

Success for this program will involve improved outcomes for the children served. These outcomes will be consistent with the evidence-based outcomes established by National CASA data from programs around the country of which there are over 1000 local programs. Observed outcomes over the greater than thirty years of CASA becoming an established program initially in Seattle, Washington include, but are not limited to, the following: reduced time in foster care as well as less changes in placement, more services ordered to the children and their families, less re-entries back into the foster care system, improved school outcomes, less likelihood of aging out of the system into homelessness.

Success will also include increased numbers of trained volunteers available to more children. These volunteers will be reflective of the diverse populations we serve.

The program will be successful if the children served are representative of the underserved, overrepresented populations in the foster care system including but not limited to minority and older youth.

- 6b. How will project success be measured and documented (i.e.: how will you know the project is successful? Are you collecting value statements, numbers served, surveys, photos, before and after images, or using other methods)?

Extensive data is collected on numerous metrics for each child and family as well as demographics to evaluate who we are serving assuring that we are serving the populations that are underserved and overrepresented in the foster care system. The information is collected in a unique, highly secure database created for CASA programs. The number of children served as well as all the information related to outcomes, such as length of time in foster care, length of placement, the number and kinds of services provided, school information, to name just a few, are tracked. All hours spent by volunteers and staff on each case are also documented.

The program also collects information on the volunteers. We strive to have our volunteers reflect the diverse nature of the children we serve so we keep demographic data on our volunteers to measure our success in this area. We also measure the number of hours spent on each child, the

number of contacts with each child, and the time spent connecting with other individuals involved in the child's life. We keep a record of all continuing education on various topics related to the services we provide since each volunteer is required to have twelve additional hours of training each year of service.

FUNDING & SUPPORT

7. If this proposal is not funded at the level requested, will you be able to implement the project as stated? Explain as needed.

Since July 2021 we have received Victim of Crime Act funds through a VOCA grant awarded to PA CASA, the statewide organization, to specifically develop a local CASA program in Dauphin County. For the past year, the funds have covered 60% of our Executive Director's salary and will cover 50% of the salary beginning January through September 2021. Additionally we have received grants from the Stabler, Kline and Gladfelter foundations in 2019 and, from Kline and Gladfelter for 2020. Our application is pending with the Stabler Foundation. We have received a Kids Fund grant through TFEC this year as well, We have an engaged and generous board and community sponsorships from the business community. With these funds, we can implement our project. However, additional grants will help sustain the program, especially during this pandemic, to be able to recruit, train and supervise even more CASA volunteers to serve the children of Dauphin County. We have a very lean budget in that our offices at Linglestown Road are donated and the satellite office at the Dauphin County Bar Association is rented for \$1 per month. We have one staff person, i.e. the Executive Director who runs the recruitment, training and supervision of the CASA volunteers. The Board is a working board engaged in for direct donor fundraising and community outreach and education.

8. This grant opportunity will not fund 100% of any project. Restate the amount you are seeking and describe other funding sources and amounts.

We are seeking \$10,000 to add to the approximate \$42,000 from VOCA funding for 2020, and approximate \$30,000 for 2021 for the Executive Director's salary; \$ 15,000 from Kline Foundation, \$ 5,000 from Gladfelter Foundation; \$5,000 from the Kid's Trust Fund. We hope to be able to hold a Gala event which was cancelled in the Spring of 2020 due to COVID 19, in the Spring of 2021 but everything involving large gatherings is very tentative right now. Direct donor solicitations are continuous throughout the year.

9. Did the applicant organization end its most recent fiscal year with a budget surplus or deficit? If so, briefly state the amount of the surplus or deficit and state how the surplus may be used (i.e. is it earmarked for another program) and/or how the deficit may be handled.

The organization ended its fiscal year with a surplus of \$55,759.00 due to generous sponsors who donated even though we were forced to cancel our main fundraiser due to COVID 19 and with help from a \$15,000 PPP loan.

ACCESS & INCLUSION

10. As a community foundation, TFEC fosters a climate of purposeful inclusion that values diversity of gender, age, race, ethnicity, national origin, range of abilities, sexual orientation, and socio-economic status. Please state how your project will be made accessible to all individuals who qualify for participation in the project and describe any accommodations, modifications, technologies, or services you will offer to ensure that all eligible participants experience the best possible services or outcomes.

As a recipient of federal funding we must adhere to all legal guidelines in providing services without regard to race, color, religion, national origin, sex, gender, identity, sexual orientation, disability, age or any other protected status as defined by law. We are committed to recruiting volunteers and board members that are reflective of the children we serve. We commit to ongoing diversity training for everyone involved in the program. Dauphin County CASA will create all materials to be visually diverse and include underserved and overrepresented children in those materials. We will create a language access plan and utilize all available resources to accommodate limited English proficient children and their families. We will review the statewide and local statistics on children who are in foster care to assure we are providing services that reflect those realities. Our national CASA standards also require us to have a Diveristy Plan and review that plan every 3 years. (Plan attached)

The Board of Directors represents our commitment to diversity in that of the 16 members we have 3 African American directors; 1 Hispanic director; several young, under 40 females; several attorneys, a Master of Social Worker and may retired professionals. We have a diverse steering committee representative of the community. Our mission is to serve the children of Dauphin County who find themselves victims of abuse or neglect. Dauphin County is a diverse county with a large population of color and ethnicity. There are pockets of poverty in the city and in the far rural towns in the Northern tier of the county. We purposely conduct outreach to recruit CASA volunteers reflective of the county's population.

BUDGET WORKSHEET

Complete the Budget Worksheet below; a Project Total is required.

ITEM OR SERVICE <i>Examples include: Contracted Services, Equipment, Personnel, Supplies; list your own as appropriate.</i>	DESCRIPTION OF ITEM OR SERVICE	REQUESTED GRANT FUNDS <i>Indicate where funds sought through this grant opportunity will be applied.</i>	OTHER FUNDING SOURCES <i>State the names and amounts of all other funding sources.</i>	PENDING, COMMITTED, OR RECEIVED <i>Using a P, C, or R, indicate the status of all funding sources.</i>	\$ TOTALS <i>Add across to provide a total for each row. Total columns as indicated in bottom row.</i>
Personnel	Executive Director-supervise and train volunteers and manage the program	\$10,000.00	\$43,748 from VOCA	C	\$53,748
Operating Expenses	Insurance	\$			\$7,277
Operations	Office supplies, phone, internet, etc.	\$			\$10,697
Program expenses	Training materials, etc.	\$	\$5000 from Gladfleter	R	\$4990
Marketing	Printed materials/fundraising	\$			\$8797
Professional development	Training	\$	\$5000 from Kid's Trust	R	\$6250
Contract services	Accounting , payroll, bank fees	\$			\$8300
Personnel	Salary of Executive Director, taxes, insurance, parking, health	\$	\$15,000 from Kline Foundation	R	\$97,839
		\$			\$
TOTALS		\$10,000.00 Total: Requested Grant Funds	\$68,748 Total: Other Funding Sources		\$197,898.00 PROJECT TOTAL

DAUPHIN COUNTY CASA BOARD OF DIRECTORS

1. Jackie Balthaser, CPA, CGMA
1915 Clarks Valley Rd.
Dauphin, PA 17018
Jackie@balthasercpa.com
717-652-9200

Employer: Goldberg & Balthaser, PC
Position: Owner, CPA
Affiliations: Hemlock Girl Scouts, Middle Paxton Elementary, St. Margaret Mary's

Board Committees: Finance/Fundraising; Events

2. Phyllis I. Bennett
902 Hamilton Circle
Harrisburg, PA 17111
Pib902@gmail.com
717-319-9240

Employer: PIB Associates; Owner
Position: Retired Administrative Law Judge & Executive Assistant to Deputy Secretary of Welfare
Affiliations: Board of Boys & Girls Club of Harrisburg; Director of the Martin Luther King, Jr. Performing Artist Showcase

Board Committees: Finance/Fundraising; Events

3. Jermaine Crosson, CPA, CGMA, *Treasurer*
887 Sunrise Circle
Harrisburg, PA 17111
jcrosson@yourlinkbank.com
717-439-2414

Employer: Link Bank
Position: Chief Financial Officer
Affiliations: Hamilton Health Center Board Treasurer; Harrisburg Area Learning Academy Board Treasurer

Board Committees: Finance/Fundraising;

4. Susan DiSanto, MD
6122 Minglewood Rd.
Harrisburg, PA
717-798-4124
sdisanto1029@gmail.com

Employer:
Position: Physician
Affiliations: Previously served on Board for Hospice of Central PA, Crimestoppers, AG Committee on Child Abuse, Harrisburg Symphony,

Board Committees: Finance/Fundraising; Events

5. Amy Doherty
6219 Jerome Blvd.
Harrisburg, PA 17112
amyelizabethdoherty@gmail.com
717-756-8119
- Employer:** US DOL- OWCP
Position: Claims Examiner
Affiliations: Widener Law Commonwealth Alumni, Girl Scouts, Kappa Alpha Theta,
- Board Committees:** Finance/Fundraising; Governance Chair; Events; Recruitment
6. Mrs. Rachel M. Farzin
2376 Jessamy Court
Harrisburg, PA 17112
rachelatri@aol.com
717-319-0388 ©
717-232-7477 (h)
- Employer:** Pennsylvania Psychiatric Institute
Position: Per diem Social Worker
Affiliations: Bishop McDevitt High School, Presidential Advisory Committee, Parent Association
- Board Committees:** Recruitment; Finance/ Fundraising; Events
7. Ms. Carmen Henry-Harris, *Vice-President*
1120 Willoughby Road
Harrisburg, PA 17111
chenryharris@psu.edu
717-564-7046 (h)
717-514-4296 (c)
- Employer:** Penn State University
Position: Community Liaison/Coordinator
Affiliations: Alder Health Services, Fair Housing Council; The King Community Center; St. Stephens Episcopal School; Dauphin County Systems of Care Diversity Forum
- Board Committees:** Finance/ Fundraising; Events; Marketing; Recruitment
8. Yvonne Hollins
4808 Woodward Drive
Harrisburg, PA 17111
yhollins@bgchbg.org
717-512-2832
- Employer:** Retired – Harrisburg Boys & Girls Club
Position: Former Executive Director of Harrisburg Boys & Girls Club
Affiliations: Board of Directors, Member of Harrisburg Boys & Girls Club
Board Committees: Finance/ Fundraising;
9. William Hornung
1501 Vesta Drive
Harrisburg, PA 17112
Billhornung1@gmail.com
717-580-0970 (h)
717-545-1222 (w)
Events; Marketing
- Employer:** Hardware Stores
Position: Owner
Affiliations: Former foster parent; former Lower Paxton Township Supervisor
- Board Committees:** Finance/Fundraising;

10. Corey Korinda, Esq.
902 Green Street
Harrisburg, PA 17102
coreyleighkorinda@gmail.com
201-919-4709 ©
717-771-9217 ext 3004 (w)
- Employer:** York County Public Defender's Office
Position: Asst Public Defender
Affiliations: Grace United Methodist, volunteer; Dickinson College Alumnae Association Volunteer
- Board Committees:** Finance/Fundraising; Events;
11. Megan Madsen
6105 Fireside Circle
Harrisburg, PA 17109
meganelmadsen@gmail.com
717-991-2981 (c)
- Employer:** Bravo Group
Position: Managing Director
Affiliations: Previously served on Board for REDgen, First Stage, Susquehanna Art Museum, Harrisburg Regional Chamber
- Board Committees:** Marketing;
12. Gloria Merrick
c/o Latino Hispanic American Community Center
1301 Derry Street
Harrisburg, PA 17104
gvmlhacc@gmail.com
- Employer:** Latino Hispanic American Community Center
Position: Executive Director
Affiliations: Latino Hispanic Community Center
- Board Committees:** Marketing; ?
13. Heather Paterno, Esq.
1080 Swatara Road
Hershey, PA 17033
hlp.esq@outlook.com
717-534-9814 (h)
717-234-4161 (w)
- Employer:** Law Offices of Heather Paterno; Harrisburg Area Community College
Position: Owner; Adjunct Professor
Affiliations: Boy Scouts of America; Dauphin County Public Interest Law Committee; Daughters of American Revolution; Hershey Area Playhouse
- Board Committees:** Finance/Fundraising; Recruitment
14. Sarah Pearce, *Secretary*
1147 Countryside Drive
Harrisburg, PA 17110
sjanep@comcast.net
- Employer:** Retired from PA Department of Education
Position:
Affiliations: CASA Volunteer in Cumberland

717-236-6216

County; Stephen Minister and Elder, Pine St. Presbyterian Church; former foster parent and adoptive parent

Board Committees: Events; Recruitment

15. Lori K. Serratelli, Esq., *President*
c/o Schiffman, Sheridan & Brown, PC
2080 Linglestown Road, Suite 201
Harrisburg, PA 17110
Lori.serratelli@gmail.com
717-645-5733 (c)
717-540-9170 (w)

Employer: Schiffman, Sheridan & Brown, PC; Serratelli Dispute Resolutions, LLC
Position: Shareholder; Owner
Affiliations: PA CASA, Dauphin County Victim Witness Assistance Program; VSAC Committee; PCCD Appointment; Secretary, Family Law Section, Dauphin County Bar Association
Board Committees: Finance/Fundraising; Governance; Events

16. Kathy Weaver Myers
2108 Brandt Road
Annville, PA 17003
kathyw65@comcast.net
717-503-4815

Employer: Formerly - Town Planner
Community Calendar
Position: Former Owner
Affiliations: Team World Vision Athlete running for child sponsorships; Junior Achievement Volunteer

Board Committees: Marketing; Finance/
Fundraising

ADULT DIVISION

HONORABLE JOHN F. CHIERRY
PRESIDENT JUDGE

GRETCHEN ANDERSON
DEPUTY DIRECTOR

ANDREW COOPER
DEPUTY DIRECTOR

DAUPHIN COUNTY



JUVENILE DIVISION

HONORABLE ROYCE L. MORRIS
JUVENILE COURT JUDGE

LINDA THOMPSON-GIANONI
DEPUTY DIRECTOR

CHRISTOPHER HAKEL
DEPUTY DIRECTOR

PROBATION SERVICES

917 Gibson Boulevard*Steelton, PA 17113; (717)780-6900; (717)558-1083 FAX
100 Chestnut Street, 2nd Floor*Harrisburg, PA 17101; (717)780-7100; (717)780-7099 FAX

CHADWICK J. LIBBY, DIRECTOR

July 20, 2020

We are pleased to submit this letter in support for the Court Appointed Special Advocate (CASA) Program in Dauphin County and the request for funding. Dauphin County Probation Services – Juvenile Division aims to enhance public safety through the use of evidence-based practices to promote long term behavior change in youthful offenders. CASA plays a critical role in the success of Dauphin County's most vulnerable youth that appear in Juvenile Court.

CASA volunteers are trained community members that strive to advocate for the best interest of the youth that they serve. These volunteers give countless hours of their time to build lifelong relationships and guide these youth through a difficult time with trust and understanding. CASA volunteers bring a voice into the Courtroom and provides the Juvenile Court Judge with a holistic picture of the youth and the current circumstances. The CASA program has increasingly become a partner in the system designed to see youth successful and on to a positive future.

Funding is a vital resource needed to sustain this important program for Dauphin County youth. Please consider the Dauphin County CASA program for funding. This project benefits our department through the shared goal of helping the most deserving of youth and help make decisions to ensure protection from future acts of abuse and neglect. The community is safer and better served with the addition and continuation of the Dauphin County CASA program.

Respectfully,

A handwritten signature in cursive script that reads "Nicole Mattern".

Nicole Mattern
Dauphin County Probation Services – Juvenile Division

DAUPHIN COUNTY, PENNSYLVANIA

OFFICE OF COUNTY COMMISSIONER

HONORABLE GEORGE P. HARTWICK, III
COUNTY COMMISSIONER



2 SOUTH SECOND STREET
HARRISBURG, PA 17101

(OFFICE) (717) 780-6329
(FAX) (717) 257-1604
E-mail: ghartwick@dauphinc.org

July 27, 2020

To Whom It May Concern:

One of my duties as a Commissioner of Dauphin County is to oversee the human services we provide for our citizens. Dauphin County Social Services for Children and Youth is one of our most important agencies dedicated to the safety, permanency and well-being of children and families. For over four years, I have supported and worked with former Dauphin County Judge Lori K. Serratelli to develop Dauphin County Court Appointed Special Advocates (CASA) to add another system of advocates for children in dependency. These advocates are volunteers from the community who are highly vetted and trained to be the eyes and ears of the Court. They are sworn in and appointed by the Judge to serve on cases involving children who have been removed from their families due to abuse or neglect. They help the Court develop the best plan for finding a permanent, "forever" home for these children if they cannot be reunited with their biological parents. CASAs work cooperatively with the Guardians Ad Litem and CYS caseworkers to monitor the children's time in foster care and recommend services that may help deal with poverty, physical and mental illness, and other impediments to a healthy successful childhood.

I have seen the hard work of the Dauphin County CASA Board of Directors over the years develop a strong program with currently 20 trained CASA volunteers who thus far have served over 30 children in their first full year of operations. Dauphin County CASA is a long awaited, welcomed addition to the network of support services necessary to help all of our children achieve productive and secure lives. Statistically children with a CASA spend less time in dependency, remain in school to graduate and continue on with vocational or college education, and are less likely to end up homeless or incarcerated when they age out of the foster care system.

I strongly support Dauphin County CASA as a worthy program for consideration of the award of a grant from your foundation.

Sincerely,

A handwritten signature in cursive script that reads "George P. Hartwick, III".

George P. Hartwick, III
Dauphin County Commissioner



Families United Network, Inc.



Building a Better Tomorrow for Children and Families

Harrisburg Office
2090 Linglestown Road, Suite 202, Harrisburg, PA 17110
Phone: 717-307-9817 Fax: 717-307-9832
www.families4kids.org

July 21, 2020

To Whom It May Concern,

This letter serves as support for a Court Appointed Special Advocates Program (CASA) to operate within Dauphin County. Families United Network, Inc. has supported children and families of Dauphin County within the foster care system since 2014. Our goal is to provide safe, healthy homes for children as well as ensuring the children's needs are fulfilled.

Many times within the child welfare system, overall, children are not able to receive the level of individualized attention they deserve. While case-workers and Guardians Ad Litem do their best to advocate for the children's best interests, this becomes difficult with a lack of available time, due to high caseloads. CASA volunteers are able to provide children with the additional attention and time necessary to fully advocate for the children's wants. The information CASA volunteers provide to the courts allows the judge to make the most informed decision regarding the child's placement. In addition, CASA volunteers remain with a case from the date of placement until the children reach permanency. This allows the child to have at least one stable, healthy relationship with an adult—something many children within the foster care system do not have.

I want to thank you for supporting the CASA program within Dauphin County which celebrates its first year of recruiting, training and supervising two classes of CASA volunteers who have been assigned to over 30 children in dependency. This is seen as a truly invaluable resource for Dauphin County foster children. Adding CASA volunteers to a child's team can only improve their overall well-being and safety. Every child deserves at least one person in their life who will care and advocate for them and CASA volunteers can be that person for Dauphin County foster children.

Sincerely,

Kim Summers, B.S.
*Program Office Supervisor—Resource Unit
Families United Network--Harrisburg*

Foster / Kinship Care & Adoption Offices

North Central - North West - Mount Joy
South Central - Scranton - Western
Harrisburg

Administration Office

276 Ashler Manor Drive, Muncy, PA 17756
Phone: 570-546-6777 Fax: 570-546-8898

Residential Services

Ashler Manor
Arborevale Manor
White Rose Manor

Dauphin County CASA Diversity Plan

April 1, 2019

Below is the diversity plan, created by the Dauphin County CASA Board of Directors, to ensure volunteers, staff, and advisory board pools represent a diverse population in Dauphin County with respect to age, gender, race, ethnicity, sexual orientation, people with disabilities, cultural, geographical, and socioeconomic status. In our multicultural society we strive to be an inclusive organization valuing and celebrating the diversity of talents, viewpoints and life experiences of everyone. To achieve this goal, we will strive to increase the involvement of currently underrepresented communities into the CASA experience through the makeup of our volunteers, staff, and advisory board.

The goal of the program is to train and retain culturally competent volunteers, board and staff. Dauphin County CASA will strive to maintain a volunteer base that reflects the makeup of the children we serve. For CASA volunteers to represent the best interests of these children, they must be sensitive to the child's and his/her family's heritage, ethnicity, national origin, religion and family structure.

Community Needs Assessment	Activities	Timeframe	Title of Person(s) Responsible
1. Review demographic statistics from DHS, Census data, & the Court	Collect data	7/1/19 Yearly	Executive Director & Board Diversity Committee
2. Board will use Strategic Planning to address diversity needs/goals	Bring in State CASA Director to do board training	7/1/19	Executive Director, Board Committee, PA State CASA Director
	Continue Strategic Plan to address diversity goals	10/1/19	Executive Director, Volunteer Coordinator, Advisory Board
3. Update recruitment plan	Reexamine demographics of volunteers & children	January 2020 /Yearly	Executive Director, Volunteer Coordinator, Board Committee

Recruitment	Activities	Timeframe	Title of Person(s) Responsible
1. Recruit additional volunteers targeting underrepresented populations identified in recruitment plan. Maintain current volunteers.	a. monthly presentations to minority organizations, churches, men's groups and others as needed.	7/1/19-ongoing	Volunteer Coordinator & Executive Director
	b. Address feasibility of producing local cable TV program to run on public access cable channel	7/1/19	Volunteer Coordinator in conjunction with trained CASA volunteers & Executive Director
	c. newspaper articles	4/1/19	Executive Director, Board PR Committee, CASA volunteer
	d. website update	4/1/19 Ongoing	Board PR Chair/ Volunteer Coordinator
2. Create CASA brochure to target culturally diverse population	a. Develop brochure in Spanish	7/1/19	Volunteer Coordinator & Executive Director
	b. Produce specific strategies to target male population	7/1/19	Volunteer Coordinator & Executive Director
	C. Produce specific brochure targeting volunteers of color	7/1/19	Volunteer Coordinator & Executive Director
3. Recruit additional volunteers for vacant board positions to fill needs	a. Train Board on the importance of diversity	7/1/19	Executive Director, Volunteer Coordinator, Board Diversity Committee

assessed through Board Selection Background Form—making sure to examine community representation	b. Actively recruit from minority community	Ongoing	Executive Director, Volunteer Coordinator, Board Diversity Committee
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Cultural Competency & Diversity Training	Activities	Timeframe	Title of Person(s) Responsible
1. Annual training for volunteers/staff to ensure culturally competent advocates	a. Use National CASA training for newly trained volunteers	Ongoing	Executive Director/Volunteer Coordinator
	b. Conduct annual cultural competency in-service training for volunteers/ board	Ongoing	Executive Director, Volunteer Coordinator, Board Diversity Committee
	Develop scholarships for volunteers to attend State & National CASA Conferences	Yearly	Executive Director, Board Diversity Committee
2. Ensure that the culture of every child served is preserved, while they are in an out of home placement	Involve members of minority community to assist with training	Ongoing	Volunteer Coordinator, Executive Director, Board
	a. Review any cultural needs and make recommendations to the court/DHS for each hearing	Ongoing	Volunteer Coordinator, Executive Director

#20181003D

Lm 10/3/18
RAM

MEMORANDUM OF UNDERSTANDING

Re: Dauphin Court Appointed Special Advocates

Between: Dauphin County Court of Common Pleas (Court)
Dauphin County Children and Youth Services (CYS)
Dauphin County Juvenile Probation (JPO)
Dauphin County Court Appointed Special Advocate Program (CASA)

MISSION STATEMENT: The Mission of the Dauphin County CASA program is to provide trained court appointed community volunteers to advocate for dually adjudicated delinquent and dependent children; our goal is to speak for the child's best interest and ensure the right to a safe and permanent home.

SECTION 1: PROCEDURES FOR REFERRAL AND ASSIGNMENT OF CASES TO CASA

Objective: To establish the method by which cases are chosen and appointed a CASA volunteer. CASA assignment requires a Court Order. CASA volunteers shall be assigned by the Court.

A. Priorities for Case Referral:

When determined by the Court:

1. Children to be served are removed from the home and/or at imminent risk of being removed from the home.
2. Permanency is an issue.
3. Children of all ages up to eighteen are appropriate for referral.

B. Appointing Parties Include:

Dependency Court Judge or Delinquency Court Judge

C. The following entities may make a request to the Judge for CASA appointment:

1. The Delinquency/Dependency Hearing Officer
2. Personnel of CYS, after securing approval of the CYS Administrator or Assistant Administrator
3. An Attorney for the child - Guardian ad litem
4. An Attorney for the child's family.
5. Juvenile Probation Director or Deputy Director

D. Method of Appointment:

1. The Dependency Court Judge (or Delinquency Court Judge and/or Delinquency/Dependency Hearing Officer) concludes that a CASA appointment is appropriate. A direct appointment by Court Order may be initiated at any stage of the proceedings in accordance with 42 Pa. C.S.A. § 6342(a). CASA assignment requires a Court Order, and a specific Court Order outlining the appointment will be entered for this purpose.

a. A CASA Order of Appointment is drafted by the Judge of record and returned to the CASA office with a Referral Form for volunteer assignment. The CASA office will file the original Court Order with the Clerk of Courts, which will then provide copies of the Order to all parties of record, the Court, CYS, GAL, Child's Counsel and JPO. (attached referral form)

b. All other parties (Section I. C. 1-5) requesting appointment of a CASA shall complete a Referral Form and submit it to the Judge of record. The Judge shall review the request to ensure that the information is complete and the case is appropriate for CASA appointment.

c. The CASA shall attach to the Referral Form evidence of all clearance and training requirements training and certification requirements.

Assignment of a CASA Volunteer: upon receipt in the CASA office of both a Court Order of appointment from the Judge of record and a completed Referral Form which may include an identified CASA volunteer chosen by the Judge:

- a. CASA staff shall match a volunteer with a new case.
- b. CASA staff shall meet with the prospective volunteer to discuss the specifics of the case and to determine if there are any areas of conflict of interest.
- c. The CASA volunteer shall sign a Statement of Commitment form signifying the assignment.
- d. The Statement of Commitment will be filed with the Clerk of Courts along with the Order of Appointment, as an Exhibit, and motioned into the formal record at the next dependency or delinquency proceeding.

E. Appointment: When CASA volunteers have been trained and certified as required by the Juvenile Act, as ready for service, the Court may conduct swearing in ceremonies, recognizing the CASA volunteers as Friends of the Court. Appointments will remain in effect until such time as the CASA volunteer's service is terminated.

F. Roles and Responsibilities of the CASA Volunteer

Objective – To ensure the best interest of the child, the partnership between the CASA Volunteer, CYS, JPO and the Court shall be structured to facilitate communication, collaboration, and a commitment to teamwork with other professionals in the system and with families. At the same time, each is a parallel resource for the Court to consider in its decision to serve the best interest of each child.

IT IS AGREED that the roles and responsibilities of the **CASA Volunteer**, under the supervision of the CASA Executive Director, are as follows:

1. Obtain and provide to CYS all current Act 34, Act 151, and FBI Fingerprint Check clearances.
2. Provide the court with independent and objective information regarding children involved in dually adjudicated delinquent and dependency cases.
3. Conduct an independent review, examine all relevant documents and where appropriate, interview all persons as necessary to develop its recommendations.
4. Provide the Court with information to assure that the best interests of the child are served.
5. Participate in team meetings or other staffing with CYS and JPO or other service providers involving the child, as possible and as scheduling allows.
6. Promote needed services in a timely manner for the child.
7. Visit approved or current caregiver. The CASA may attend an FGC related to potential caregivers.
8. Attend all court hearings and submit a written report to the Court and the parties outlining the findings and the CASA's recommendations one week prior to the hearing.
9. Initiate and maintain regular contact with the child's caseworker, juvenile probation officer, Guardian ad Litem and Child's counsel.
10. Report any incidents of suspected child abuse or neglect to the appropriate authorities immediately.
11. Remain actively involved in the case until a permanent resolution is established for the child and/or formal discharge is ordered by the court.
12. Refrain from becoming inappropriately involved in a case. The CASA does not provide case management or direct counseling services to the child or family, in accordance with the information detailed in the Volunteer Job Description. (see attached)
13. Maintain confidentiality of all information obtained, indefinitely, with the exception of reporting information to the Court and sharing information with parties to the case.
14. Accept case supervision and maintain regular contact with the CASA Executive Director or other designated program staff.

G. IMPLEMENTATION OF VOLUNTEER ACTIVITIES

Objective: To establish the method by which the CASA volunteer will begin their service on a case, by outlining information-gathering and reporting procedures.

Once the CASA volunteer has been assigned, the CASA Executive Director or other designated program staff will make arrangements for the CASA volunteer to meet with the CYS or JPO representative for an introduction to the case, and to review the CYS and JPO files on the case.

1. Interviews: The CASA Volunteer shall interview the child and other appropriate persons as necessary to develop appropriate recommendations. The CASA volunteer will make immediate arrangements to meet and visit the children, and can be assisted in making these arrangements by the CASA staff.

2. Meetings: The CASA volunteer shall be notified of any intent to change the goal or placement of a child at the cross-systems collaboration meetings.

Access to Information: The CASA volunteer will have access to information relevant to the child's case as permitted by law, or through the Court Order of Appointment. The CASA volunteer and other CASA staff will request review of the CYS and JPO case files at the time of the initial case consultation. If further review is requested at a later time, the CASA staff, or volunteer will make arrangements with the CYS Caseworker to review the file at a mutually convenient time. CASA volunteers shall also be able to review, and photocopy written information regarding any parent on the case, if the CASA volunteer has secured from the parent or the parent's counsel, a signed an independent Release of Information form applicable to the CASA volunteer. Costs of copies made at Dauphin County Social Services for Children and Youth and Juvenile Probation, will be at the expense of the CASA organization. As with other counties in Pennsylvania, the CASA volunteer will not have access to the Dauphin County Social Services and Juvenile Probation Electronic Records Systems.

2. Reporting: The CASA volunteer will provide the Court and all parties, with both written report and testimony, as required:

a. Written Reports: The CASA volunteer will prepare written reports under the supervision of the Executive Director, or other CASA staff, in a format

and manner proscribed by the CASA program. Written reports are to be submitted to the Court, and all parties of record, for any hearing, including dispositional hearings, review hearings, or permanency planning hearings. Copies of the written reports shall be sent to the Caseworker, the Juvenile Probation Officer, the Guardian ad Litem, the Solicitor for the CYS, the Attorney for the respondent parent(s), the Public Defender of record, the District Attorney of record, and all other applicable parties of record. In addition to reports prepared for court hearings, written reports/letters may be submitted whenever it is requested and approved by the Court that information discovered by the volunteer significantly impacts the welfare and safety of the child, and/or the continued implementation of the treatment plan.

The CASA Executive Director will within 90 days of the end of the calendar year provide an annual report to the Court, CYS and Juvenile Probation detailing outcomes, specifically:

Unless an alternate reporting structure has been approved by CYS, the report shall include, but shall not be limited to, a detailed presentation and analysis of the following per-child and aggregate child permanence, safety, and well-being factors:

- (1) Change in placement location within or among programs operated by the Provider, including number of permanent moves and temporary moves within the program and reasons for permanent moves;
- (2) Whether a given youth was placed with his/her siblings;
- (3) Number and percentage of family participation/involvement (when applicable) including:
 - i. Visits between the youth and their parent(s)/return resource and sibling(s).
 - ii. Participation by the parent(s)/return resource (other designated party) in team meetings facilitated by the Provider.
 - iii. Contacts initiated by the Provider employee and parent(s)/return resource (in-person, telephone).
 - iv. Contacts between the foster parent(s) and parent(s)/return resource (in-person, telephone, correspondence);
- (4) Runaway statistics;
- (5) Pre-placement and post-placement information including:
 - i. Placement location/level of service PRIOR to entering Provider's program;

- ii. Placement location of youth immediately AFTER leaving program;
- iii. Percent of youth entering program coming from a higher and lower level placement;
- iv. Percent of youth exiting program to a higher and lower level placement;
- v. Reasons for discharge. Provider shall categorize each discharge as follows unless otherwise explained: reunified with family, removed from the program at the provider's request, aged out of the system, AWOL, Adoption/SPLC, completed the program, arrested, or removal/replacement was court ordered;
- vi. Planned vs. unplanned discharges;

(6) Summary of incidents reported to the Department including:

- i. Number of reports to ChildLine regarding concerns about the care a child is receiving in the program.
- ii. Number of reports substantiated by the Department.
- iii. Description of substantiated reports, including provider administrative and direct staff role(s) in the substantiated incident.
- iv. Provider response to substantiated reports;

(7) Provider restraint data including:

- i. Duration of restraint(s)
- ii. Reason for restraint(s)
- iii. Youth injuries caused from restraint(s)
- iv. Total number of restraints

(8) Demographic and length-of-stay data for all Dauphin County youth served, and separately aggregated data for all youth served including total number of youth served, age at admission, gender, and race/ethnicity.

(9) The Program's expected and actual average, median and range length-of-stay data.

- b. **Testimony:** The CASA volunteer may be required to provide testimony during court proceedings, at any hearing subsequent to appointment. The volunteer may be cross-examined during such testimony. Written reports submitted by the volunteer are also subject to cross-examination. CASA program staff, including the Executive Director may accompany the CASA volunteer during Court proceedings and CYS and Juvenile Probation staffing, and will substitute for the volunteer if the volunteer is unable to attend any such activities, in accordance with the Business Records Exception of the Pennsylvania Rules of Evidence.

H. PROCEDURES FOR DISMISSAL

Objective: To establish the method by which the CASA Program is dismissed from a case. The CASA dismissal requires a Court Order, which shall be issued at the discretion of the Court.

1. Persons with Authority to Dismiss CASA Volunteers:

- a. Judge (Dependency or Delinquency)
- b. Juvenile Delinquency or Dependency Hearing Officer

2. Procedures for CASA Dismissal:

- a. The Court may dismiss a CASA at any time, in accordance with 42 Pa. C.S.A. §6342(a). Dismissal shall be set forth by Court Order.
- b. Any party in the dependency or delinquency proceeding may request dismissal of CASA by the Court.
- c. The CASA program can request dismissal at any time, in accordance with this MOU.

1. The request may be presented by a party, orally on the record, or in writing.
2. The CASA Executive Director will submit a Notice of Dismissal to all parties indicating the reason for dismissal.

I. EXPECTATIONS/FACILITATION OF POSITIVE WORKING RELATIONSHIPS

Objective – To delineate the joint and individual responsibilities of the participating entities:

1. Periodic evaluation of the program's effectiveness and operations and of this agreement shall be conducted by the Dependency/Delinquency Judge, the CYS Administrator, the JPO Director, CASA Executive Director, and/or through CASA/CYS/JPO meetings. Revisions and changes shall be their joint responsibility.
2. Changes in CYS/JPO policies and/or procedures that impact the CASA program shall be communicated immediately in writing via email to the CASA Executive Director.
3. Meetings to resolve disagreements will be organized at the discretion of CYS and/or JPO.

CASA shall:

- Provide professional staff and recruit qualified and cleared volunteers for the CASA program; specifically:

Employee, Subcontractors, Volunteer, Day-Care and Foster Family Background Clearances and Employment:

- (1) CASA shall assure that all employees, subcontractors, and volunteers, receive State Police, FBI, and ChildLine Clearances in accordance with the Child Protective Services Law (CPSL) 23 Pa.C.S.A. §§ 6344—6344.4 and shall assure that such clearances are updated at required intervals and all required certificates are possessed.
- (2) In addition to the employment prohibitions contained in the CPSL, CASA shall not employ anyone currently under probation or parole supervision for ANY criminal offense, anyone convicted of a 1st or 2nd degree felony during the past 10 years, or anyone convicted of a sexual offense.
- (3) CASA shall collect and maintain driver history records, obtained through PennDOT, and a copy of a current Driver's License for all staff who may transport a child placed by the Agency.
- (4) CASA shall make all background check documentation accessible to the Agency to the fullest extent permitted by statute or regulation and Provider shall deliver said documentation to the Agency within twenty-four hours of receiving a request from the Agency.
- (5) Provider shall create a policy requiring all employees, volunteers and foster family members to notify the Provider immediately of any arrest, conviction or being named as a perpetrator in a founded or indicated report of child abuse and Provider shall inform the Agency of same within 48 hours.

- Train volunteers to fulfill their role as Court Appointed Special Advocates;
- Provide CASA Volunteers with professional supervision and consultation;
- Assign a specific CASA Volunteer to cases referred to the CASA program by the Court;
- Cooperate with CYS/JPO and the Court, including providing them with copies of reports and other documents prior to a scheduled hearing and upon request, allowing them access to all materials used to prepare those reports;
- Provide training on the CASA program to CYS, the Court and other related or involved service agencies;
- Share any new written and/or verbal case developments or information with all parties, including specifically the caseworker for the case, as it arises, and as appropriate; and
- Keep confidential all information about children and families referred to the CASA program, indefinitely.

CYS/JPO shall:

- Coordinate with the CASA volunteer to meet in a timely manner once a case is assigned.
- Share any new written and/or verbal case developments or information with CASA volunteers, in a timely manner, on the case;
- Participate in the training of CASA volunteers, as to the role of CYS and JPO on an annual basis; and
- Maintain open lines of communication and accessibility with the Executive Director, and/or CASA program staff, as to any relevant issues regarding CASA volunteer activities and/or performance.

The Court shall have the discretion to:

- Appoint appropriate cases to the CASA program;
- Issue and send Court Orders appointing and removing a CASA volunteer to the CASA office and the parties;
- Help train CASA Volunteers on an annual basis;
- Swear in CASA Volunteers; and
- When practicable, support CASA volunteers in their service to the Court.
- The Judge may reassign a volunteer to a case based upon the Court's prioritization or the child's best interest.
- The Court has the ability to review the CASA program regularly and to determine whether to continue or discontinue the CASA program at any time in Dauphin County.

4. Acceptance

This Memorandum of Understanding has been reviewed and accepted as indicated below:



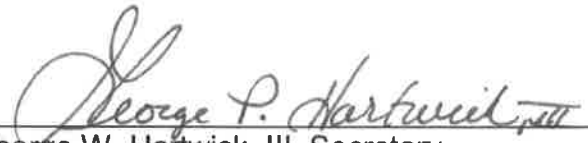
Jeff Haste, Chairman
Commissioner
Dauphin County

Date 10/3/18




Mike Pries, Vice Chairman
Commissioner
Dauphin County

Date 10/3/18



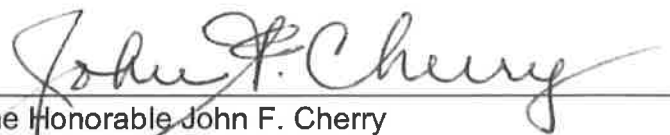
George W. Hartwick, III, Secretary
Commissioner
Dauphin County

Date 10/3/18



The Honorable Richard A. Lewis
President Judge
Dauphin County Court of Common Pleas

Date 10/11/18



The Honorable John F. Cherry
Dependency Judge
Dauphin County Court of Common Pleas


Date 10/11/2018


Annmarie Kaier, Administrator
Dauphin County Service for Children and Youth

Date 10/9/18


Chadwick J. Libby, Director
Dauphin County Probation Services


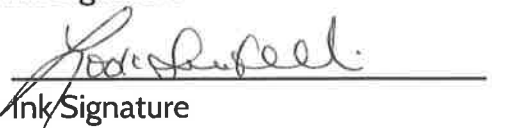
Date 10/9/18


The Honorable Lori K. Serratelli
Vice Chair, Dauphin County CASA

Date 9/17/18

2020 GREATER HARRISBURG COMMUNITY FOUNDATION UPSTREAM SIGN & SUBMIT FORM
Provide signatures from the applicant organization, below. Both organization representatives must sign.

By providing your original OR digital signature below, you agree that the provided information in this application is true to the best of your knowledge and may be submitted for review. Completion of this form is one component of your Complete Application.

<input checked="" type="checkbox"/>	<i>Acting</i> President/CEO	 Ink Signature	<input type="text"/> Click or tap here to enter text. Digital Signature
<input checked="" type="checkbox"/>	Board President	 Ink Signature	<input type="text"/> Click or tap here to enter text. Digital Signature

REQUIRED ATTACHMENTS TO BE UPLOADED & SUBMITTED BY 4PM ON THE DEADLINE DATE
All grant materials must be submitted through the TFEC online application system by 4pm on the deadline date.
This grant opportunity does not utilize delivered or mailed materials.

- Complete Application:** Applicant Profile, Project Profile, Project Snapshot, Project Narrative, Budget Worksheet, and Sign & Submit Form with original or digital signatures.
- Board of Directors List:** Professional affiliations (ie: work positions and/or titles as applicable) must be included.
- ONE, TWO, or THREE letters of support with original or digital signatures.** Applicants may submit the number of letters that will best support their application. Letters of support from the applicant organization's Board of Directors will not be accepted. Identical form letters are discouraged. A minimum of ONE letter of support is REQUIRED for this grant opportunity regardless of response to Question 4.
- If you have indicated PARTNERSHIP with or SERVICE to other Agencies as stated in Question 4, you must upload letters with original or digital signatures documenting the relationship.** A letter of partnership or service may also serve as a letter of support if support is expressly stated.
- Applicants who utilize a FISCAL SPONSOR** must include a letter signed by the Executive Leader of the Fiscal Sponsor organization indicating agreement to serve as the Fiscal Sponsor. An original or digital signature is required.
- IRS 501(c)(3) determination letter.**
- 1st Page of Applicant Organization's Most Recent 990.** If 990 is not available, upload applicant organization's most recent audit or financial statement to meet this requirement.

QUESTIONS

If you should have any questions regarding this form or TFEC grant opportunities, contact Jennifer Strechay, Program Officer for Community Investment, at jstrechay@tfec.org or 717-236-5040.

Our Executive Director left on 7/23/20 for another position but we have identified a new candidate and should have the new E.D. in place by October. I am Acting CEO and Board President in the Interim.