

Family Resource Center Program

I. Program

Grantee is responsible for the operation of a Family Resource Center which targets programs and services to families with children 0-18 years of age or through High School graduation age. Grantee will serve the identified geographic regions/communities. Services are voluntary and available to all interested families. Family Resource Centers (FRCs) are warm and welcoming places in the community where any family member with children up to age 18 or pregnant families can go, not only in times of need, but as a regular part of day-to-day life. FRCs may offer parent education classes, child development activities, parent-to-parent support groups, after school and academic enrichment, General Educational Development (GED) and literacy instruction, health information, and referrals to programs, activities and services in the community. The specific services are designed in accordance with the needs of the community.

Grantee will conduct primary prevention services based on the protective factors and the family support approach. The Protective Factors are strengths that can be built in all families that strengthen parental capacity and reduce the risk factors associated with abuse and neglect. It fits very well with the family support approach which embodies concept and practice to include (adapted from Standards for Prevention Programs: Building Success through Family Support/ Family Support America):

- Services are responsive and adapt to family needs, involving family members in service planning, delivery, and evaluation.
- Programs are embedded in local communities in order to best access services and develop partnerships within community. Services are integrated as a part of a continuum of services offered by the community and respond to individual community needs.
- Linkages to both formal (agencies and services) and informal (peers) support networks to provide support and reduce isolation are provided.
- Services are available to all families in the community and are voluntary.
- Program services are targeted to families and children early in order to support the development of positive interactions and to intervene at the time of greatest brain development.
- Partnerships with parents as well as other community agencies are a primary focus of services.

-Parents are fully involved in decision making and guiding programs. Resources within the community work collaboratively to maximize and capitalize on available services.

-Program services are developmentally appropriate for the stages and developmental tasks of participants.

-Program focuses on building on families' strengths.

-Programs are easily accessible and provide outreach to engage families and build relationships.

II. Performance Objectives

A. Parenting Skills Training and Support

B. Outreach Services

C. Community Referral Services

D. Linkages to Health Programs and Information

E. Linkages to Respite Care and Transportation

F. Coordination of Optional/Flexible Services

G. Continuous Quality Improvement/Accountability

III. Activities

Grantee will provide the following services during the grant period:

A. Parenting Skills Training and Support

1. Providing Parent Education
2. Providing Parent – Child Activities
3. Developing Parent Mutual Support Initiatives

B. Outreach Services

1. Initiate parent involvement activities
2. Initiate community involvement activities, including participation in the Service Array
3. Conduct outreach to engage families
4. Develop and maintain active Advisory Councils

C. Community Referral Services

1. Complete Intake and Assessment
2. Provide Information and Referral
3. Market Family Events Regionally

D. Linkages to health programs by

1. Health and Safety Education and Information Dissemination
2. Promotion of CHIP (Children's Health Insurance Program) and ACA (Affordable Care Act)
3. Support for food, clothing/supplies
4. Developmental Screenings and/or Referrals
5. Submission of Fire Safety Report/Inspection from Fire Marshall for Center

E. Linkages to Respite Care, Child Care, and Transportation

1. Find or make available short term care for family members.
2. Assist families in finding ways to get to and from school and or medical appointments.

F. Coordination of Optional/Flexible Services depending on community needs such as

1. Early childhood education, including play groups, before or after school, or summer programs.
2. Early intervention services.
3. Self-sufficiency and life management skills training.
4. Education services, such as tutoring, literacy, and general education.
5. Job and career readiness training.
6. Family support counseling/clinical mental health services.
7. Health services/nutrition education.
8. Peer counseling.
9. Emergency assistance.

G. Continuous Quality Improvement/Accountability

1. Development and Submission of Logic Models
2. Development of and progress of Intermediate Outcomes
3. Participate in Peer Review
4. Distribution of West Virginia Family Surveys
5. Conduct Focus Groups
6. Attend training as required

IV. Performance Measures

For participants in direct service program activities, report the following information:

1. Number of Individuals served

a. Number of Children served

b. Number of Children with Disabilities served

c. Number of Adults served

d. Number of Adults with Disabilities served

2. Number of Families the above individuals represented

a. Number of Minority families served

b. Number of Low-Income families served

c. Number of LEP (Limited English Proficiency) families served

3. For participants in public education or public awareness activities, report the following:

a. Number of Individuals (include both Children and Adults).

4. Number of advisory council meetings

Number of individual parent education activities

Number of parent child activities if applicable

Number of group activities

5. Provide a log of Advisory Council meetings to include community partners (parents, agency partners, and other individuals).

6. Additional Information:

- a. Number of West Virginia Family Surveys Offered
- b. Listing of Center Hours, including non-traditional hours
- c. Advisory Board Roster and Contact Information for Collaborative Partners
- d. Progress towards Logic Model
- e. Submit applicable information regarding peer review, if scheduled
- f. Results of twice yearly focus groups

7. Narrative summary of Parent Skills Training and Support

8. Narrative summary of Outreach services

9. Narrative summary of Community Referral Services

10. Narrative summary about Linkages to Health Programs and Information

11. Narrative summary about Linkages to Respite Care and Transportation

12. Narrative summary about optional/flexible summaries

13. Narrative summary about marketing events

14. Description of efforts to involve parents in service planning, delivery and evaluation

15. Narrative stories about participants