



December 22, 2009

Your file - Votre référence

Our file - Notre référence

E 6590-0

All Band Social Development Workers
Holders of the Social Development
Policy and Procedures Manual
British Columbia Region

Manual Amendment Letter #03, 2009/2010

To: All holders of the Social Development Policy & Procedures Manual

Re: Children Out of the Parental Home Policy

This manual amendment introduces policy changes to Chapter 6, the "Children out of the Parental Home (COPH)" assistance program of Volume 1, Social Development Policy and Procedure Manual. The COPH replaces the Guardian Financial Assistance (GFA) program and the policy changes are to take effect on January 1, 2010.

The new policy requires relative-caregivers and all adults living in the household of a COPH assistance applicant (or recipient) give consent to undergo screening checks conducted by the provincial Ministry of Children and Family Development (MCFD) in order to assess whether there is evidence in the relative home that would compromise the home as an appropriate place for the child to reside. The screening check is one of the criteria used to determine eligibility for COPH assistance

UPDATING THE MANUAL:

Please update the Manual as follows:

1. Insert the attached Income Assistance Table of Contents dated January 2010 in Volume 1 "Income Assistance Program" and remove the previous version dated August 2009.
2. Inset the attached Chapter 6.1 "Eligibility of Children Out of the Parental Home (COPH)" and Chapter 6.2 "Rate Table Children Out of the Parental Home (COPH)," dated January 2010 in Volume 1 "Income Assistance Program" and remove chapters 6.1 dated August 2006, 6.2 dated July 1999, 6.3 dated July 1999 and 6.4 dated August 2000 from the manual.

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3. Insert the attached Appendices Table of Contents dated January 2010 in Volume 3 "Appendices" and remove the previous version dated August 2009.
4. Insert the attached Appendix 2.1 "Income Assistance Forms List" dated January 2010 in Volume 3 "Appendices." Remove the previous version dated August 2009 and the Guardian Financial Assistance (901-29) form.
5. Insert the attached new Appendix 2.3 "Children Out of the Parental Home (COPH) Assistance Forms List" and the attached COPH forms, handouts and sample letters all dated January 2010 in Volume 3 "Appendices."
6. Insert the attached Appendix 6 "Manual Amendment Letters" dated January 2010 in Volume 3 "Appendix" and remove the previous version dated August 2009.

Should you have further questions or require clarification on this manual amendment, please contact Gwen John at the First Nations Social Development Society at 1-800-991-7099 or gwen@fnsds.org.

Sincerely,



Andy Butler
Manager, Income Assistance
Intergovernmental Affairs
Indian and Northern Affairs Canada, BC Region

Attach.

cc: Chief and Council
Band Administrator/ Manager
Jody Kaden, Manager, Program Review Team, Intergovernmental Affairs
Danae Slater, Advisor, Intergovernmental Affairs
Anita Lopez, Advisor, Intergovernmental Affairs
Eva Zen, A/Advisor, Intergovernmental Affairs
Funding Services Officers, FSOs
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