



2019

RELATIVES AS PARENTS

NORTHERN KENTUCKY

RESOURCE GUIDE

www.grandfamilyguide.org

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FIRST STEPS

THE STATE OF KINSHIP CARE IN KENTUCKY

Kinship Care refers to a temporary or permanent arrangement in which a relative- or any non-relative adult who has a long standing relationship or bond with the child and/or family- has taken over the full-time, substitute care of a child whose parents are unable or unwilling to do so.

In Kentucky, 70,000 children live with a relative with no parent present and 112,364 children under 18 live in homes where householders are grandparents or other relatives.

Navigating the world of kinship care can be challenging with various unforeseen health, financial, nutritional, educational, behavioral, and legal issues. Therefore, we have created the Relatives as Parents Resource guide.

Our hope is to ease the strain of kinship caregivers and provide community resources to help them navigate life, improve chances of success, and cope with the stress of being a relative caregiver.



112,364

Children under 18
live in homes where
householders are
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relatives

DAY ONE

IF YOU JUST STARTED CARING FOR A CHILD....

If you recently began caring for a child, there are things you can start doing now to help you down the road. For starters, save this resource guide, as there are many helpful tips and services listed that can assist you. Also, remember you are not alone. There are many helpful support systems to help you and your child.

Always ask any questions you have. If you do not understand the answer, ask for further explanation.

If you have custody, take the custody papers with you everywhere. Make copies of them (you can do this at your local library) and keep them in your car, wallet or purse, and house.

Respond to all correspondence. Do not assume the necessary information reached the appropriate person. If you receive a letter, respond to the person who sent the letter. If you have a phone message, respond to the person who left the message (even if you have to call multiple times). Always leave a message so the person knows you are trying to call them.

DAY ONE

Attend support groups. Meeting others who are in similar situations will give you the courage to get through the difficult days. Refer to "Resources" in the back of this guide book for information on local support groups.

Do not expect to get an answer. Many people at the agencies you contact may not know how to deal with your situation. If you get an unclear answer, ask someone else. Do not be afraid to ask to speak with a supervisor or someone at the state level.

Be sure to give full, accurate information to everyone from who you seek help.

Ask for the full name, agency represented, and phone number from everyone with whom you discuss your situation. Ask for business cards. Record this information in a notebook.

There are many local resources that can provide you with general information on raising children. First, doctors offices. Contact your child's pediatrician or medical clinic to identify other valuable resources and referrals. Second, hospitals. Many hospitals sponsor programs and activities regarding child development and child rearing. Call your local hospital to find out if they offer such programs. Third, libraries. Libraries are a great source for parenting books and other materials.

JOURNALING

Document anything that happens between you, the child, and the child's parents. Write down all dates, times, and events related to the child and their parents. Keep a notebook handy to write down information as you think about it. Do this even when things are going fine. Journaling will be helpful if you have to go to court at a later date.

Below is more information on what to journal about:

Health Information:

- Medication
- Doctor's Appointments
- Medical Provider Contact information
- Insurance Information
- Medical Bills

School Information:

- Evaluations/ grades
- School visits
- Behavior in school
- Teacher information
- Sports, clubs, and other activities

Legal Documents:

- Order from court
- Information about guardianship, custody, or adoption (any calls to the police should also be documented)
- Any other notes about the child's behavior

Department for Community Based Services and other social services:

Contacts

Names

Dates of communication

While you may not need to keep track of all this information, it can serve as a checklist and a reliable record.

DOCUMENT BINDER

MAKE A BINDER OR FOLDER TO KEEP ALL IMPORTANT DOCUMENTS FOR YOUR CHILD. A DOCUMENT BINDER WILL HELP YOU EASILY ACCESS DOCUMENTS WHEN NEEDED.

In the document binder you should have...

Birth certificates, death certificates (ex. if the child's parents is deceased), marriage records or divorce decrees for their parents.

Social security cards (or at least the numbers) for the children.

Health information: medical, dental, and immunization records. Try to obtain all medical records. Medical records can be obtained through the child's parents, a signed medical release of records by the parents, medical clinic, or the school may have the child's medical records on file.

Legal information: power of attorney, custody, guardianship, adoption, or other legal papers.

Consent forms, like the Kentucky Caregiver Authorization Affidavit, signed for medical care and education. Refer to "Legal Resources" in this guide for more information.

Education information: school papers (ex. report cards, evaluations, registration, etc.)

Financial information: proof of the child's income and assets (child support payments, trust fund, etc.). Proof of you income and assets (if you apply for public benefits, you'll need these). In addition, keep track of child care costs. Keep the receipts of everything you buy for the child.

Citizenship papers for you and/or for the child.

Military papers for you or their parents

BIRTH CERTIFICATE

ONE OF THE MOST IMPORTANT DOCUMENTS YOU WILL NEED IS PROOF OF THE CHILD'S IDENTITY. MAKE SURE YOU HAVE A COPY OF THE CHILD'S BIRTH CERTIFICATE.

In person:

Office of Vital Statistics
275 East Main Street- IE-A,
Frankfort, KY 40621

The office is located on the first floor and opens at 8:00AM Monday - Friday. Arrive before 3:30PM. There may be a wait time of up-to an hour, For each certificate there is a \$10 charge.

By mail: An application can be mailed to the Office of Vital Statistics (listed above). An application can also be picked up from your local health department too be mailed in. Refer to the forms page for the application.

There is a \$10 charge per birth certificate. Enclose a check or money order payable to the Kentucky State Treasurer to cover the cost of each certificate order. Please allow up to 30 working days for processing.

By phone: Call 1 (800) 241- 8322. You will need to pay with a credit card.

In addition, there is a \$5 handling fee along with the \$10 charge for the certificate. Typically, you receive your certificate within one week.

Online: Visit www.ky.gov . To order online there is an additional shipping fee. The cost of the shipping fee depends on the type of shipping chosen by the user.

NOTE: Do not mail the original documents with the application. Make photocopies of the documents and submit the photocopies with the application.

The following information is needed:

Full name at birth of the person for whom the certificate is requested
Month, day, and year of birth
County of birth
Mother's maiden name
Father's name
Name, address, and phone number where the certificate is to be mailed

SOCIAL SECURITY

TO CLAIM THE CHILD AS A DEPENDENT ON YOUR INCOME TAX RETURNS, OBTAIN MEDICAL COVERAGE FOR THE CHILD, APPLY FOR GOVERNMENT SERVICES, AMONG OTHER THINGS- A SOCIAL SECURITY NUMBER IS NEEDED.

It is not necessary to be the child's legal guardian in order to obtain a Social Security card for them. Refer to the forms page for the application. The form can be used to request either an original Social Security number or a replacement card. The form includes instructions for completing the application and lists the documents that must be submitted with it. U.S. Citizens need an original or a certified copy of a birth certificate or baptismal record. If you are signing the Social Security Application Form on behalf of your grandchild, you will need to provide proof of your identify as well.

NOTE: Do not mail the original documents with the application. Make photocopies of the documents and submit the photocopies with the application.

Social Security provides income benefits to adults, older adults, and children. The Supplemental Security Income (SSI) program pays benefits to disabled adults and children who have limited income and resources. SSI benefits are also payable to people 65 and older without disabilities who meet the financial limits

Northern Kentucky Social Security Office
7 Youell Street
Florence, KY 41042

For information on obtaining a Social Security Card or on Social Security programs, contact the Social Security Administration at 1 (800) 772-1213 or visit the website at <https://ssa.gov> or go in person to the Social Security office at the address listed above.



HEALTH RESOURCES

BENEFIND

BENEFIND ALLOWS KENTUCKY FAMILIES TO APPLY FOR PUBLIC ASSISTANCE BENEFITS AND ACCESS INFORMATION THROUGH AN ONLINE PORTAL.

Why use Benefind? Typically, public assistance programs are income based. Benefind can be helpful to find what assistance program you qualify for and manage your benefits and information in one place.

Supplemental Nutrition Assistance Program (SNAP): Formerly known as "food stamps," SNAP helps individuals and families stretch their food budget and buy healthy food.

Kentucky Transitional Assistance Program (K-TAP): provides cash assistance to families with children to help pay for basic needs such as rent, utilities, and other household expenses.

Medicaid: offers assistance to help cover costs for needed medical care including preventive health care

Child Care Assistance Program (CCAP): provides financial assistance to pay for quality child care.

Kentucky Children's Health Insurance Program (KCHIP): provides free or low-cost health insurance for children younger than 19 without health insurance.

To use Benefind go to: <https://benefind.ky.gov>. If you do not want to utilize Benefind, you may also use a paper application or report a change by contacting DCBS Family Support: Call 1 (855) 306- 8959

Mail or fax a paper application to:
DCBS Family Support
P.O. Box 2104
Frankfort, KY 40602
Fax Number: (502) 573- 2007



MEDICAID

MEDICAID IS A PROGRAM FOR FAMILIES AND INDIVIDUALS THAT PROVIDES FREE OR LOW-COST HEALTH COVERAGE.

In person: Visit local department for Community Based Services (DCBS) Office. Refer to "Resources" in this guide for contact information.

By mail: Mail in an application to the state or local Department for Community Based Services Offices (DCBS). Refer to "Resources" in this guide for contact information.

By Phone: Call 1(855) 459-6328

Online: Visit the Benefind website: <https://benefind.ky.gov>

The following information is needed:

Two forms of identification (ex. state driver's license, birth certificate, U.S. Passport)
Proof of income (ex. pay stubs or a letter from employer stating the amount to be paid)

Social Security information (for the applicant and the other members of the household)

Proof of Health Insurance Coverage (ex. includes any health insurance coverage the applicant may receive from a job)

NOTE: Additional documentation may be requested. It is also good practice to have the child's birth certificate when applying.

Medicaid income eligibility guidelines: children up to age one (1) with family income up to 195% of the federal poverty level. Children ages one (1) to eighteen (18) with family income up to 159% of the federal poverty level. Parents and other adults are covered with incomes up to 133% of the federal poverty level. Refer to "Poverty Guidelines" in this guide for more information.

KENTUCKY CHILDREN'S HEALTH INSURANCE PROGRAM (KCHIP)

The Kentucky Children's Health Insurance Program (KCHIP) is free or low-cost health insurance for children younger than 19 years old without health insurance. Children in families with income less than 213% of the federal poverty level are eligible. Refer to "Poverty Guidelines" in this guide for more information.

In person: Visit local Department for Community Based Services Office (DCBS). An application can also be picked up from any local health department, doctor's office, hospital, pharmacy, or school. Refer to "Resources" in this guide for contact information.

By mail: Mail in an application to the state or local Department for Community Based Services Office (DCBS). Refer to "Resources" in this guide for contact information.

By phone: Call 1 (855) 459- 6328

Online: Visit the Benefind website at <https://benefind.ky.gov>

The following information is needed:

Proof of income (pay stubs or letter from employer stating your wages, your employer's name, address, phone number and original signature).

Proof of expenses for child care (ex. receipts, statements, etc.)

Health insurance information for parent/grandparent (copies of health insurance cards that have the name of the insurance company, group number and policy number, effective date, name of policy holder, names of people who are covered)

Proof of citizenship (birth certificate, U.S. passport, or adoption papers)

Proof of identity (current state driver's license; school photo ID, ID issued by state, federal or local government with photo, school record, or medical record)

Social Security numbers (for each child)



FINANCIAL RESOURCES

KENTUCKY TRANSITIONAL ASSISTANCE PROGRAM (K-TAP)

K-TAP (Cash Assistance) provides financial aid to needy, dependent children in Kentucky, as well as the parents or relatives with whom the children are living. K-TAP also helps families find jobs or receive training that leads to a job.

In person: Visit local Department for Community Based Services (DCBS) Office. Refer to "Resources" in this guide for contact information.

By mail: Mail in application to the state or local Department for Community Based Services Office (DCBS). Refer to "Resources" in this guide for contact information.

By phone: Call 1 (855) 306- 8959

Online: Visit the Benefind website at <https://benefind.ky.gov>

Following information is needed:

Social Security number (for applicant and member of the household)

Proof of Citizenship (birth certificate, U.S. Passport, or adoption papers)

It is good practice to have a birth certificate to refer to for birth information (ex. place of birth and date of birth)

Proof of expenses (ex. housing, gas, and utilities)

Proof of income (ex. pay stubs or letter from employer stating your wages)

Proof of identity (ex. current state driver's license)

NOTE: A family can only use K-TAP for 60 months (5 years) in a lifetime.

CHILD CARE ASSISTANCE PROGRAM (CCAP)

CHILD CARE ASSISTANCE PROGRAM (CCAP) OFFERS ACCESS TO QUALITY CHILD CARE BY PROVIDING FINANCIAL ASSISTANCE TO HELP COVER THE COST OF CHILD CARE.

To be eligible for the Child Care Assistance Program (CCAP) you must meet the following criteria:

Resident of Kentucky: the child must be a U.S. citizen or qualified alien.

Have employment: an average twenty (20) hours per week for a single parent forty (40) hours combined for a couple; or

Have a child protective or preventive services authorization; or is participating in the Kentucky Works Program (a supportive service provided by K-TAP); or a teen parent attending high school or pursuing a general equivalency degree (GED); or has a child under the age of thirteen (13); or if you request child care for children over the age of thirteen (13) proof must be provided to show the child's inability to care for himself or herself.

NOTE: Relatives raising children can receive CCAP funding for 12 months regardless of income upon receiving custody of the child(ren). After 12 months, income is considered for eligibility. Please contact your social worker to learn more about qualifying for the Child Care Assistance Program. To learn more about these benefits contact the Kinship Support Hotline at (877) 565-5608 or by e-mail at DCBSChildProtection@ky.gov.

CHILD CARE ASSISTANCE PROGRAM (CCAP)

In person: Visit local Department for Community Based Services Office (DCBS). An application can also be picked up from any local health department, doctor's office, hospital, pharmacy, or school. Refer to the resources page for contact information.

By mail: Mail in an application to the state or local Department for Community Based Services Office (DCBS). Refer to the resources page for contact information.

By phone: Call 1 (855) 459- 6328

Online: Visit the Benefind website at <https://benefind.ky.gov>

CCAP INCOME LIMIT CHART (Effective April 1st, 2017)

Family Size	Annual Income	Monthly Income
1	\$25,984	\$2,165
2	\$32,672	\$2,723
3	\$39,360	\$3,280
4	\$46,048	\$3,837
5	\$52,736	\$4,395
6	\$59,424	\$4,952
7	\$66,112	\$5,509

NATIONAL FAMILY CAREGIVER PROGRAM

THE NATIONAL FAMILY CAREGIVER PROGRAM FUNDS VARIOUS SUPPORTS THAT HELP FAMILY AND INFORMAL CAREGIVERS CARE. THE PROGRAM IS DESIGNED TO SUPPLEMENT AND SUPPORT FAMILY CAREGIVERS.

Eligibility

Grandparents or relative, age 55 or older, who is the primary caregiver of a minor child age 18 or younger

Grandparents or relative, age 55 or older, who provides care to an individual with disability age 19 to 59. (Note: the caregiver in this case cannot be the disabled individual's parent)

Benefits of the National Family Caregiver Support Program: The benefits of the National Family Caregiver Support Program is that primary caregivers in Northern Kentucky receive the support they need in order to continue in their role as a family caregiver. Services include information to caregivers about available local services, assistance in accessing those services, educational opportunities, support group information, supplemental services, and respite care to provide temporary relief from the responsibilities of full-time caregiving.

Contact information: for more information, please contact the Aging and Disability Resource Center at the Northern Kentucky Area Development District.
Phone: (859) 283-1885
E-mail: adrc@nkadd.org
Online: <http://www.nkadd.org/>

The Northern Kentucky Area Development District also provides adoption, foster, and kinship care support groups for family members caring for other family members.

INCOME TAXES

To claim your grandchild as a dependent on your income tax returns:

The child can only be claimed by the grandparents or parent, not both. Two taxpayers cannot claim the same child.

The child must be younger than 19 years old. However, if the child is a full-time college student, the child can be claimed until 24 years old. If the child has a disability, there is no age limit for being claimed. If the child earns money themselves, to be claimed as a dependent, their income cannot be used to support more than half their needs.

The grandchild must live with you for more than six months out of the tax year.

Your income, as the grandparent, must be greater than the income of your grandchild's parent's to claim them as a dependent.

NOTE: the grandchild should not be listed as your own child, but as a dependent that you support. This will give you the option to indicate your relationship as a grandparent and your support for the grandchild.

For more information, contact the Internal Revenue Service (IRS) at 1 (800) 829-1040 or call the Kentucky Department of Revenue at (502) 564- 4581 or visit the website at <https://revenue.ky.gov>

RELATIVE CAREGIVER SUPPORTS (D.O. V. GLISSON)

On January 27, 2017, the Sixth Circuit Court ruled that the Cabinet for Health and Family Services (Cabinet) must provide foster care maintenance payments to “approved” relatives caring for children placed by the Cabinet, affirming that core belief in the importance of family. The ruling had been appealed, but in October 2017, the U.S. Supreme Court denied the request to hear the case, which means the Sixth Circuit Court’s ruling stands.

In the case, D.O. v. Glisson requires that Kentucky must pay relatives who serve as foster parents in the same manner it pays adults who are licensed as foster parents if the CHFS Department for Community Based Services (DCBS) places the child with the relative, has conducted a home study and background checks, and if CHFS retains custody of the child or has transferred the child from CHFS's custody to the temporary custody of the relative or fictive kin. Payment amounts vary depending on a child's needs but average about \$750 a month per child.

This ruling does not apply to situations where children are with a relative caregiver informally, which means DCBS did not remove the child from the parent and place the child with the relative. The ruling also does not apply to situations where a relative caregiver has permanent custody of a child.

Individuals are encouraged to email CHFS at: DCBSChildProtection@ky.gov if they think they might qualify. Please include your name, phone number, child(ren) names and date of birth for each child. Email correspondence is the most efficient way to start the process of determining eligibility. If email is not an option, families and caregivers who think they may be eligible for the relative or fictive kin payment can contact the Kinship Support Hotline at (877) 565-5608.

KENTUCKY KINSHIP CARE PROGRAM

Kentucky's Kinship Care Program began in September 1999. The Kinship Care Program was designed to offer financial and social service supports to facilitate the placement of maltreated children, or children dependent due to the death of both parents, with qualified relatives as an alternative to foster care.

The Kentucky Kinship Care Program provides a \$300 a month per child for kinship caregivers. On April 1, 2013, due to a projected shortfall of approximately \$86 million, the Cabinet for Health and Family Services (CHFS)-Department for Community Based Services (DCBS) implemented a moratorium on new kinship care approvals. Those already in the program continue to receive the benefits as long as they continue to meet the eligibility requirements. As of March 31, 2017, there were 5,698 children in 3,364 families receiving kinship care benefits.

After the moratorium, families have been referred to other public assistance programs, including the Kentucky Transitional Assistance Program (KTAP), Supplemental Nutritional Assistance Program (SNAP), and Medicaid. In addition, a Kinship Care hotline (877-565-5608) was launched on March 23, 2015, to provide kinship caregivers the opportunity to seek assistance from departmental staff in navigating the system to access resources. Over 2,000 individuals have used the hotline. Individuals can also email: DCBSChildProtection@ky.gov. In addition, relatives are encouraged to apply for Child-only KTAP and Medicaid, which are based upon the income of the child, if any. KTAP offers monetary support for the child whereas Medicaid offers health insurance coverage for the child.

DCBS is promoting the public assistance benefit options and other support services available to relative caregivers through conference participation and engagement of community partners and faith-based organizations at state, regional, and local levels.

RELATIVE PLACEMENT SUPPORT BENEFITS

Relative Placement Support Benefits (RPSB) are provided one (1) time to facilitate the placement of a child with a non-parental relative if it is determined that a child is at risk of being placed in foster care or is in the custody of the Cabinet and residing in foster care due to substantiated abuse or neglect naming the child's biological or adoptive parent as the perpetrator; or the death of both parents.

The Relative Placement Support Benefit is available at the initial relative placement when the relative or cabinet is granted temporary custody of a child. Payments are not available if the child moves to a subsequent relative placement. The relative only has 90 days from initial placement to inquire about the benefit. Relative Placement Support Benefits (RPSB) are not available to relative caregivers who receive children from another state being placed in Kentucky, relatives that move to Kentucky or relatives who live in another state receiving placement from Kentucky.

The social worker who place the child(ren) in your home should discuss the benefit with you. Individuals are encouraged to email CHFS at: DCBSChildProtection@ky.gov if they think they might qualify. If email is not an option, families and caregivers who think they may be eligible for the Relative Placement Support Benefit can contact the Kinship Support Hotline at (877) 565-5608.

Number of Eligible Children	Maximum Payment Amount
1	\$350
2	\$700
3	\$1,050
4	\$1,400
5	\$1,750
6 or more	\$2,100



NUTRITION RESOURCES

SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)

SNAP, FORMERLY KNOWN AS FOOD STAMPS OFFERS NUTRITION ASSISTANCE TO MILLIONS OF ELIGIBLE, LOW-INCOME INDIVIDUALS AND FAMILIES.

In person: Visit local Department for Community Based Services (DCBS) Office. Refer to "Resources" in this guide for contact information.

By mail: Mail in application to the state or local Department for Community Based Services Office (DCBS). Refer to "Resources" in this guide for contact information.

By phone: Call 1 (855) 306- 8959

Online: Visit the Benefind website at <https://benefind.ky.gov>

The following information is needed:

- Proof of identity (ex. current state driver's license; school photo ID; ID issued by state, federal, or local government with photo, school record, or medical record)
- Proof of who lives in your home (such as a lease or written statement)
- Proof that you live in Kentucky
- Proof of child care costs (ex. receipts, statements, etc.)
- Proof of income (ex. pay stubs or a letter from employer stating the applicant's wages)

SPECIAL SUPPLEMENTAL NUTRITION PROGRAM FOR WOMEN, INFANTS, & CHILDREN (WIC)

The Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) provides specific supplemental foods for good health and nutrition during critical times of growth and development. Program participation is based on income, child's age, and health risk. Notably, you do not need to have legal custody of your grandchild to receive WIC, but you will have to prove that your grandchild lives with you. WIC makes it easier to provide nutritious food for children under the age of 5.

WIC Provides:

- A monthly food supply of nutritious food
- Nutrition education and services
- Breastfeeding promotion and education
- Access to maternal, prenatal and pediatric health-care services

In person: Visit local Department for Community Based Services (DCBS) Office. Refer to the resources page for contact information.

By mail: Mail in application to the state or local Department for Community Based Services Office (DCBS). Refer to the resources page for contact information.

By phone: Call 1 (800) 462- 6122

Online: <http://chfs.ky.gov/dph/mch/ns/wic.htm>

The following information is needed:

- Proof of identity (ex. current state driver's license; school photo ID; ID issued by state, federal, or local government with photo, school record, or medical record)
- Proof of who lives in your home (such as a lease or written statement)
- Proof that you live in Kentucky
- Proof of child care costs (ex. receipts, statements, etc.)
- Proof of income (ex. pay stubs or a letter from employer stating the applicant's wages)

SCHOOL AND COMMUNITY NUTRITION

The Kentucky Department of Education offers various school and community nutrition services throughout the state. Schools, early childhood programs, or child care centers may offer nutrition programs to assist in providing healthy meals for children. Programs and services include:

Child and Adult Care Food Program (CACFP): Provides meal reimbursement to child care centers, head starts, adult day care centers, emergency shelters, afterschool programs, and family daycare homes for serving nutritious meals and encouraging healthy eating habits.

School Meals Programs: The school meals programs offer the National School Lunch Program, School Breakfast Program, Seamless Summer Program, and the Special Milk Program. Each program reimburses public schools, private non-profit schools, after school programs, and residential child care institutions for providing healthy meals and snacks to children.

Summer Food Service Program (SFSP): The program ensures that low-income children receive nutritious meals when school is not in session.

For more information on the programs or to apply contact the Kentucky Department of Education:

By phone: (502) 562-5625

Online: <https://education.ky.gov/federal/SCN/Pages/SchoolAndCommunityNutrition.aspx>

Address:

500 Mero Street
23rd Floor CPT
Frankfort, KY 40601
Fax: (502) 564- 5519

Refer to "Resources" in this guide for additional information on local food assistance programs.



EDUCATION RESOURCES

CHILD CARE

IF YOU ARE A WORKING PARENT, YOU MAY NEED TO FIND CHILD CARE FOR YOUR CHILDREN...

Finding child care can be a difficult task. There are multiple types of child care: in-home care, family child care, child care centers.

In-home care provides care in your home. Family child care providers care in a caregiver's home. Child care centers provide care outside of the caregiver's home.

Finding the right type of child care for your grandchildren will vary depending on your needs. Child care needs may include hours of operation, individualized attention, and quality of the centers such as staff or planned activities.

Assistance in paying for your child care may be available if you are working or attending school. Refer to the financial resources page for more information. If you receive child care assistance funding, there are guidelines the child care provider must meet in order to receive the assistance, such as licensing and other qualifications.

EARLY CHILDHOOD EDUCATION

Early childhood education programs offer a range of activities to help pre-school children develop physically, socially, mentally, and emotionally. Many programs are based on children's age and transition as the children get older.

Head Start is a popular, federally funded program for children age three (3) to five (5) in lower-income families. Some programs provide half-day, full-day, or year-round programs. Early Head Start offers care for infants and toddlers. Notably, grandparents have to prove legal guardianship of their grandchildren to enroll them in a Head Start school. Reach out to your local school district for more information.

To register for Early Head Start and Head Start or to find the nearest center, contact the Northern Kentucky Community Action Commission at (859) 655-2935 or visit <https://eclkc.ohs.acf.hhs.gov/center-locator>

EARLY CHILDHOOD EDUCATION

Early Head Start:

Bright Days
706 Park Ave
Newport, KY 41071

Chapman Child Development
Center
2500 Madison Ave
Covington, KY 41014

Children, Inc.
419 Altamont Rd
Covington, KY 41011

Eastside Child Development
Center
1001 Scott St
Covington, KY 41011

Eastside Child Development
Center Bellevue
500 Foote Avenue
Bellevue, KY 41074

Eastside Child Development
Center- Newport
437 W 9th St
Newport, KY 41071

NKY Scholar House
402 West 6th Street
Newport, KY 41071

Head Start:

Alexandria Head Start
51 Orchard Ln
Alexandria, KY 41001

Boone Head Start
3261 Maplewood Drive
Burlington, KY 41005

Dayton Head Start
701 5th Ave
Dayton, KY 41074

Elsmere Center
1021 Capitol Ave
Elsmere, KY 41018

Falmouth Center
409 Barkley St
Falmouth, KY 41040

Newport Center
437 W 9th St
Newport, KY 41071

Newport 8th Street
30 W 8th St
Newport, KY 41071

NKCAC-Head Start No.2
(Home-based EHS)
502 W 9th St No 2
Newport, KY 41071

Northern Kentucky
Community Action
Commission Head Start
502 W 9th St
Newport, KY 41071

Williamstown
300 Helton St
Williamstown, KY 41097
Register at: Williamstown
Board of
Education (859) 824-4174

Early Head Start and Head Start Center:

Carroll County Child
Development
Center
619 9th St
Carrollton, KY 41008
Register at: Carroll County
Board of
Education (502) 732-7070
(ext. 2103)

Gallatin County
25 Boaz Dr
Warsaw, KY 41095 - 9510
Register at: Ohio Valley
Educational
Cooperative (502)647-3533
(ext. 226)

SCHOOL ENROLLMENT

TO ENROLL A CHILD IN SCHOOL, THE FIRST STEP IS TO CALL THE SCHOOL IN YOUR DISTRICT AND SCHEDULE AN APPOINTMENT TO MEET WITH THEM. TO FIND OUT WHICH SCHOOL IS IN YOUR DISTRICT, CALL THE BOARD OF EDUCATION LOCATED IN YOUR COUNTY.

Enroll your grandchild in school as soon as possible. Call your local school district to determine which school your grandchild will attend.

To enroll, the following information is need: Birth certificate, Proof of immunization, Previous school records (ex. if a child attended another school), and Proof of residency

NOTE: the information needed to enroll your grandchild in school may vary depending on the school district.

Enroll even if you missing some of the paperwork. The student is allowed to enroll as long as their paperwork is completed soon after they have started school. Some school systems require that the grandparent has legal custody of the child in order to register the child for school Yet, schools are required by state and federal law to take steps to help enroll students. Examples of these steps may include: waiving the requirement for parental signatures or arranging vaccinations at a local clinic instead of having an immunization record.

SCHOOL PROGRAMS

Ask your school district about any school programs that may be available to you or your grandchild. Many schools have before or after school programs for working parents and caregivers. In addition, public schools have lunch programs that offer free and reduced lunch plans for children that qualify. During the enrollment process, ask the school about eligibility for school lunch programs and how to apply. Additional school programs could include: early intervention programs for additional support needs or homework assistance, such as tutoring.

Family Resource & Youth Services Centers (FRYSCs):

- Family Resource & Youth Services Centers (FRYSCs) are a part of many schools in Kentucky. These centers are designed to help the student succeed by providing assistance to the student and family in accessing community resources and providing programs within the school.
- Family Resource Center staff can direct you to programs that you may not otherwise know about, such as help with clothing, food banks, child care, health care, support groups and parenting programs.
- Grandparents and relative caregivers can receive help from FRYSCs even if the child is not enrolled in school yet (such as infants, toddlers, and preschoolers).
- Call your elementary, middle, or high school and ask for the Family Resource Center or Youth Services Center, or call the school district's main office to find out how to contact the FRYSC in your area.

NORTHERN KENTUCKY SCHOOL DISTRICTS

Beechwood Independent
54 Beechwood Road
Fort Mitchell, KY 41017
Phone: (859) 331-1220

Bellevue Independent
219 Center Street
Bellevue, KY 41073
Phone: (859) 261-2108

Boone County Schools
8330 US Highway 42
Florence, KY 41042
Phone: (859) 283-1003

Campbell County Schools
101 Orchard Lane
Alexandria, KY 41001
Phone: (859) 635-2173

Carroll County Schools
813 Hawkins Street
Carrollton, KY 41008
Phone: (502) 732-7070

Covington Independent
25 E 7th St.
Covington, KY 41011
Phone: (859) 392-1000

Dayton Independent
200 Clay Street
Phone: (859) 491-6565

Erlanger/Elsmere Schools
500 Graves Avenue
Erlanger, KY 41018
Phone: (859) 727-2009

Fort Thomas Independent
28 N. Ft. Thomas Avenue
Fort Thomas, KY 41075
Phone: (859) 781-3333

Gallatin County Schools
75 Boardwalk
Warsaw, KY 41095
Phone: (859) 567-1820

Grant County Schools
820 Arnie Risen Blvd.
Williamstown, KY 41097
Phone: (859) 824-3323

Kenton County Schools
1055 Eaton Drive
Ft. Wright, KY 41017
Phone: (859) 344-8888

Ludlow Independent
525 Elm St.
Ludlow, KY 41016
Phone: (859) 261-8210

Newport Independent
30 West 8th Street
Newport, KY 41071
Phone: (859) 292-3001

Owen County Schools
1600 Hwy 22E
Owenton, KY 40359
Phone: (502) 484-3934

Pendleton County Schools
2525 Hwy 27 N
Falmouth, KY 41040
Phone: (859) 654-6911

Silver Grove Independent
P.O. Box 444
101 West 3rd Street
Silver Grove, Ky. 41085
Phone: (859) 441-3894

Southgate Public Schools
6 William F. Blatt Avenue
Southgate, KY 41071
Phone: (859) 441-0743

Walton-Verona Independent
16 School Road
Walton, KY 41094-1038
Phone: (859) 485-4181

Williamstown Independent
300 Helton St.
Williamstown, KY 41097
Phone: (859) 824-7144

MCKINNEY-VENTO

The McKinney-Vento Act extends protection to any child who does not have a fixed, regular, or an adequate home. This includes children who are living with a friend, relative or someone else due to unfortunate circumstances, such as losing their home, the family is having temporary financial problems, awaiting foster care placement, etc.

In addition, the law protects "unaccompanied youth" not living with a parent or guardian. This includes children that do not have a formal arrangement or custody papers while their parents are incarcerated, in the hospital, or elsewhere.

The McKinney-Vento Act gives children the right to:

- Stay in the same school even if they move
- Enroll in a new school without records that are usually required, such as proof of residency, immunizations, school records, and other information
- Get transportation to school
- Get all school services the child needs

Students in temporary living situations receive the same free public education, including a public preschool education, which is provided to other children. If a student is in a new temporary living situation, they may be able to continue attending school at the last school they attended, or they may choose to go to school in the new district where they are currently living. Schools must make sure these students get all the services that they need (such as transportation, school meals, tutoring, special education, and health services).

For more information about McKinney-Vento or to receive assistance, please contact the Family Resource & Youth Services Center (FRYSC) Coordinator in your district. Call your local elementary, middle, or high school and ask for the Family Resource Center or Youth Services Center, or call the school district's main office to find out how to contact the FRYSC in your area.



EMOTIONAL NEEDS RESOURCES

HANDLING DIFFICULT EMOTIONS OF CHILDREN

Children raised by their grandparents may experience a variety of emotions. Grandparents can help their grandchildren through these changes by showing their unconditional love and support. This support will provide stability that children need to feel safe and secure. Some children, prior to coming into their grandparent's care, have been exposed to prolonged stress. This stress can impact learning, behavior, or development. The signs of prolonged stress can emerge physically or emotionally. Also note there may be various behaviors your grandchild has that can be misinterpreted as misbehaving or as challenging authority, but are actually expressing their reaction to this stress. Children's behaviors are feelings in need of understanding.

In some cases, it could be beneficial to seek professional counseling support to define these difficult experiences, understand any physical or psychological reactions a child may exhibit, and to manage behaviors. Refer to the resources page for information on local counseling services. Typically, counseling is covered under an insurance plan, including K-CHIP, as well as with a medical card. If you do not have either, most agencies have a sliding scale fee policy to cover services.

Also some children who have experienced trauma/prolonged stress may challenge authority in an attempt to prove that grandparents will treat them or react like previous adults. It takes time and consistent responses for children to trust adults who are offering them a safer relationship than what they previously experienced.

SIGNS OF PROLONGED STRESS

Signs of Prolonged Stress:

- (1) Children may have headaches, difficulty concentrating, poor memory, or other mental fatigue
- (2) Children might be nervous, easily startled, or have a rapid heartbeat
- (3) Children may sleep too much or too little
- (4) Children may experience aches and pains, muscle tensions, illness, digestive problems, or nausea
- (5) Children may have problems with self-regulation (ex. anger outbursts or reckless behavior). Includes irritability, edginess, or agitation
- (6) Children may struggle to describe feelings, communicate what they want, or have difficulty establishing social boundaries
- (7) Children may be anxious, distrust others, expect maltreatment, be depressed or isolate themselves
- (8) Children may re-experience the stress (ex. nightmares, flashbacks, and disturbing thoughts)

Any of the signs above can impact a child's ability to behave, learn, or heal. Children in kinship care experience a lot of feelings of uncertainty. They need to be reassured that they will be safe, stable, and taken care of in their new environment. Be honest with your grandchildren and encourage them to ask questions and talk through their feelings. By allowing a child to connect the dots between their thoughts, feelings, and actions overtime they can learn how to develop appropriate behaviors and responses to future situations.

SOLUTIONS FOR PROLONGED STRESS

While the effects of prolonged stress can seem scary, there are solutions you can put into place as a grandparent to help:

1) Choices

A child may challenge (rebel to) a grandparent's new authority and control. With children in these difficult situations, they may feel as though they have no control over anything. Giving a child the space to assert themselves, while maintaining structure and discipline, can be beneficial because it allows them to be more involved in decision making. Giving children choices allows them to have some control over the things that happen to them.

2) Stable Environments

The transition of grandchildren moving in and settling in comes with some challenges. By establishing a routine, you and your grandchild will feel more secure and structure in this new phase of life. Try to keep life as normal as possible for both you and your grandchildren. External order supports children's internal order. Children who are coming out of chaotic situations prior to moving in with a grandparent may have difficulty adjusting. Be aware that this is a normal response for a child to have when adjusting to an unfamiliar environment. In addition, set clear behavior expectations for your child to follow. It may be beneficial to provide visuals for the rules, routines, and daily schedule so your grandchildren can predict what will happen next. This will reassure children of the stability of the situation.

3) Positive Relationships

Be positive in your care by providing support and empowerment. Empower the child to have a healthy self-esteem and positive image about themselves. Also, provide support for children to have a sense of purpose in any activities or learning they choose to engage in, especially in providing positivity towards their future.

EMOTIONAL NEEDS OF RELATIVES

The role of transitioning from a grandparent to a parent is a big change. During this transition time, it is important for grandparents and other relatives to remember to take care of themselves in addition to the child. Self-care is extremely important- when the caregiver is take care of too, the children will be better off as well. Be aware that it is okay to have mixed feelings about taking the role of a caregiver and know that these are normal feelings to have. Make time for yourself and take care of your own health too.

- 1) **Balance**- find time to rest and relax between work, home, and personal life. Take time to unplug from your busy schedule to relax.
- 2) **Health**- take care of your body. Make sure to eat, drink water, and get enough sleep.
- 3) **Be positive**- while you may face challenges; make sure to keep a positive perspective. Find the positive and happy things in what you do.

Remember to advocate for your grandchild and to advocate for your situation because others may be experiencing a similar situation as well. Do not be afraid to speak out for any resources, services, or additional help you or your grandchild may need. This could include advocating for additional education support, financial assistance, health care, legal resources, or other social support services. Remember that social connection can be a the best way to promote self-care and reduce stress. Support groups are a great place to meet others that are in a similar situation and share experience. Refer to the support groups back for more information on local support groups.



LEGAL RESOURCES

KENTUCKY CAREGIVER AUTHORIZATION AFFIDAVIT

Even with insurance, consenting to health care for a child can be a challenge for relative caregivers who do not have legal custody. The Caregiver's Authorization Affidavit serves as a template for caregivers without legal custody to get the authorization needed to address the educational and medical needs of the children they care for. The forms helps relative caregivers easily create an affidavit on their own without having to consult an attorney.



LEGAL TERMS DEFINED

Adjudicatory hearing: Held by the juvenile and/or family court to determine if there is enough evidence to prove that a child was abused, neglected, or abandoned or whether another legal basis exists for the state to intervene to protect the child. Also referred to as a “fact-finding hearing.”

Adoption: When one adopts a child, they have all the rights and responsibilities of a biological parent. The birth parents no longer have any rights.

Best interests of the child: The debate the court has when deciding what type of services, actions, and orders will best serve a child.

Case Permanency Plan: The casework document that outlines the outcomes, goals, and tasks necessary to ensure the safe return of the child.

Child Protective Services (CPS): The social services agency designated to receive reports, conduct investigations and assessments, and provide intervention and treatment services to children and families in which child maltreatment is reported to have occurred.

Court-Appointed Special Advocate (CASA): A person, usually a volunteer appointed by the court, who works to ensure that the needs and interests of a child are fully protected.

Custody: When one is responsible for supporting and providing care for the child. In certain states, a child's parents may still retain some of their rights — even if another has physical custody. A parent can voluntarily relinquish custody of a child to another through a written legal agreement, or it can be formally ordered by the court.

LEGAL TERMS DEFINED

De Facto Custodian: A de facto custodian is a grandparent or other caregiver other than a biological parent who has been the primary caregiver and financial supporter of a child for at least the minimum time required under the statute. A grandparent or other caregiver of a child who qualifies as a de facto custodian has the legal right to be heard by a Kentucky court in a custody case. Without de facto custodian status, a grandparent can not seek custody of a grandchild without first proving that the biological parents are unfit to serve as parents.

Dispositional hearing: Hearings to determine what needs to happen with the child and the family while the case is in discussion (ex. where the child will live, who will have legal custody, and what services are needed to reduce the risk and to address the effects of maltreatment).

Due process: The principle that every person is entitled to a fair and unbiased legal process.

Fictive kin: People not related by birth or marriage who have an emotionally significant relationship with an individual.

Foster care: A substitute care for children placed away from their parents or guardians and for whom the state agency has placement and care responsibility.

Guardian ad litem (GAL): A lawyer appointed by the court who represents a child in any case involving child abuse. Usually this person considers the best interests of the child and may perform a variety of roles, including those of independent investigator, advocate, advisor, and guardian for the child.

LEGAL TERMS DEFINED

Guardianship: When one has the duty to care for a child if the child is taken away from their parent (or other legal guardian) by the courts. In some states, when someone takes guardianship of a child, a parent loses all their rights. The terms "custody" and "guardianship" can mean different things in different states, so it is important to get the correct information for where you live.

Informal Kinship Care: Children who live with relatives or close family friends who have varying types of custody depending on arrangements made within those families.

Kinship Care: Children who were placed with relatives or close family friends as a result of an investigation and removal- custody of the child is maintained by the relative or the Department of Community Based Services.

Legal guardian: An adult to whom the court has given parental responsibility and authority for a child. Appointment as guardian requires the filing of a petition and approval by the court and can be done without terminating the parental rights of the child's parents.

Mediation: A voluntary process that allows the parties involved to agree on a permanency decision in the best interests of the child with the help of a trained, neutral, third party. Mediation generally avoids confrontational court hearings.

Protective custody: A form of custody required to remove a child from his or her home and place in out-of-home care. Law enforcement may place a child in protective custody based on an independent determination that the child's health, safety, and/or welfare is jeopardized. A child can also be placed in protective custody by court order.

LEGAL TERMS DEFINED

Putative father: Legal term for a man who is not married to the child's mother and who is alleged or claims to be the biological father of a child.

Relative Foster Care: Children placed with relatives who have become certified as foster parents- custody of the child is maintained by the Department of Community Based Services.

Relinquishment: The voluntary termination or release of all parental rights and duties that legally frees a child to be adopted. This is sometimes referred to as a "surrender," or as making an adoption plan for one's child.

Review hearing: Held by the juvenile or family court to review case progress (usually every 6 months) and to determine the need for continued court oversight.

Safety plan: A casework document developed when it is determined that a child is at risk of serious harm. In the safety plan, the caseworker targets the factors that are causing or contributing to the risk of imminent, serious harm to the child and identifies, along with the family, the interventions that will control the safety factors and assure the child's protection.

Service agreement: The casework document developed between the caseworker and the family that outlines the tasks necessary to achieve case goals and outcomes. A service agreement may also be known as a case plan.

Termination of Parental Rights (TPR): The voluntary or involuntary relinquishment of parental legal rights for the care, custody, and control of a child.



RESOURCES

KENTUCKY RESOURCES

Adult and Child Health (Dept for Public Health): 1(800) 462-6122

- For information on child health and family health improvement programs.

Cabinet for Health and Family Services (Ombudsman): 1(800) 372-2973

- For more information, questions, or to express concerns on CHFS programs. These programs include child protective services, adult protective services, child support, KTAP, Medicaid, SNAP, CCAP, WIC, and KCHIP. An Ombudsman can serve as an advocate for your case.

Child Abuse/Adult Abuse: (877) 597-2331

- To file an a report of any kind for child and/or adult abuse.

Child Care Resource and Referral: (877) 316-3552

- Provides referral to child care resources in your area.

Child Support Info/Enforcement Hotline: 1 (800) 248-1163

- For more information or questions concerning child support or enforcement. This number can be used to direct you where you need to go to gather information.

Department for Housing: 1 (800) 669-9777

- For information on fair housing rights and responsibilities and accepts complaints of housing discrimination. Also, provides general information on U.S. Housing and Urban Development (HUD) programs.

Food and Drug Administration: 1 (800) FDA-4010

- For more information on food, dietary supplements, and cosmetic safety, as well as the Food Safety Modernization Act (FSMA).

Food Stamp Case Changes Reporting: 1 (800) 306-8959

- To file a report of changes concerning food stamps.

KENTUCKY RESOURCES

Foster Care Information: 1(800) 232-5437

- For more information or question concerning adoption or foster care in Kentucky.

Home Health Agency Hotline: 1(800) 635-6290

- For more information or to file a complaint against your home health agency provider.

Immigrant Eligibility for Public Benefits: (859) 233-3840

- For information and assistance to obtain green cards, family petitions, and citizenship. Also, helps provide U.S. Visa for foreign nationals who are victims of crime, violence, or trafficking.

Kentucky Patient Access and Care (KenPAC) or Medicaid Member Services:
(800) 635-2570

- For further assistance with managed care organization. These include: Aetna Better Health of Kentucky (formerly CoventryCares), Humana- CareSource, Anthem Health Plans of Kentucky, Passport Help Plan, and Wellcare of Kentucky. Also, for more information or questions related to the Medicaid program, including the Medicaid Waiver Management Application.

Kinship Coalition of Kentucky: (502) 895-8167

- For more information, questions, or resources concerning kinship care in Kentucky. Kinship Families has additional information on supports for kinship families by county such as support groups, legal resources, and other community resources. Visit www.kinshipky.org to learn more.

Kinship Support Hotline: (877) 565-5608

- Offers supportive services including child care assistance, as well as links to support agencies for relative caregivers.

KENTUCKY RESOURCES

KY Physician's Care Program: 1(800) 633-8100

- For information regarding Kentucky's Health Insurance Exchange and other health resources in the Commonwealth of Kentucky.

Medicaid Ombudsman: (502) 564-5080

- For more information on Medicaid or to file a complaint of unfair treatment in terms of Medicaid usage.

Parent Support Helpline: 1(800) 244-5373

- offers free, confidential support 24 hours a day both to parents and child abuse victims, as well as information on local resources, child development, and reporting suspected abuse or neglect.

Poison Emergency and Information: 1(800) 222-1222 or 1(800) 722-5725

- For information on what to do if someone consumes or swallows a harmful substance.

State Health Insurance Assistance Program: (877) 293-7447

- The State Health Insurance Assistance Program (SHIP) provides information, counseling and assistance to seniors and disabled individuals, their families and caregivers. Use this number to speak to a SHIP counselor in your local area or reach state SHIP Office.

LOCAL RESOURCES

Families and Children

Brighton Center Inc. (859) 491-8303

- Organization that works with individuals and families to reach self-sufficiency through family support services, education, employment, and leadership. Emergency services include rental assistance, food, utility assistance, clothing, prescription assistance, bus tokens, diapers, household items, and prescriptions for glasses, with some restrictions Visit <http://brightoncenter.com> to learn more.

Catholic Social Services (859) 581-8974

- Catholic Charities helps individuals and families emotionally, financially, and physically with collaboration with social service organizations in the community. Provides adoption services, education and support to parents, includes housing development services, individual and family counseling, social advocacy and community building, and substance abuse services. Visit <http://www.covingtoncharities.org/> to learn more.

Children's Advocacy Center (859) 442-3200

- The center provides services to children (0-17) who have been sexually abused, severely physically abused, and/or children who have witnessed violent crimes. Services are also offered to their non-offending caregivers, siblings, family members, and professionals throughout Northern Kentucky. Visit <http://www.nkycac.org/> to learn more.

Child Care Services (859) 781-3511

- For additional child care resources or to help find child care in your area. Visit <http://www.4cforchildren.org/contactus> to learn more.

First Steps (877) 417-8377

- early intervention system that provides services to children with developmental disabilities from birth to age 3 and their families. First Step offers comprehensive services through a variety of community agencies and service disciplines.

LOCAL RESOURCES

Families and Children

Redwood School & Rehabilitation Center (859) 331-0880

- For children and adults with disabilities. Provides education, therapeutic services, early intervention, pre-school, and before and after youth programs.

Visit <https://www.redwoodnky.org> to learn more.

Children's Home of Northern Kentucky (859) 261-8768

- For more information or questions concerning substance use disorder treatment specifically designed for youth recovering from addiction, programs for youth who have mental health needs, residential addiction treatment care, private child care (PCC) residential care, therapeutic day school, and therapeutic recreation. Visit <https://www.chnk.org> to learn more.

211 United Way- Greater Cincinnati (513) 721-7900

- To speak to a trained professional who can connect you to essential community services. There is an additional database with local resources and contact information for service providers. Visit <http://www.referweb.net/uwgc/> to learn more.

Health Services- Every county and region has a health department that offers most of the medical services that you and your grandchild will need. For example, the health department is a valuable resource to get your grandchild up to date on immunizations to enroll in school, for sports physicals, or for food vouchers. Most health departments have other helpful programs and offer applications for public assistance programs like WIC.

Boone County Health Center (859) 341-4264 or (859) 363-2060

Campbell County Health Center (859) 431-1704

Carroll County Health Center (502) 732-6641

Dressman Health Center (859) 431-3345

Gallatin County Health Center (859) 567-2844

LOCAL RESOURCES

Grant County Health Center (859) 824-5074
HealthPoint Family Care (859) 655-6100
Kenton County Health Department (859) 431-3345
Northern Kentucky Independent District Health Department (859) 341-4264
Owen County Health Center (502) 484-5736
Pendleton County Health Center (859) 654-6985
Three Rivers Health Department (502) 484-3412

For information on Medicaid, contact one of the Medicaid Member Managed Care Organization:

Aetena Better Health of Kentucky (855) 300- 5528
Anthem (855) 690- 7784
Humana CareSource (855) 852-7005
Passport Health Plan (800) 578-0603
WellCare of Kentucky (877) 389-9457

Counseling Services

Alcoholics Anonymous (859) 491-7181

- Offers support groups throughout the the Campbell County and Kenton County area at various times and locations. Visit <http://nkyaa.info/> to learn more.

Commonwealth Counseling Service (513) 922-1660

- Provides counseling and support for children, adolescents, adults, families, marriages, and substance abuse. Note: Medicare is accepted. Visit <http://cincinnaticounseling.org/> to learn more.

Family Nurturing Center (859) 525-3200

- Offers parenting classes, counseling, and supervised visitation. Visit <http://familynurture.org/> to learn more.

LOCAL RESOURCES

Holly Hill Child & Family Solutions (859) 442-8500

- For more information on assistance with individualized support for children and families, community support, case management, supervised visitation, therapy services, or residential treatment. Visit <http://hollyhill-ky.org/> to learn more.

Inner Pathways (859) 342-6552

- Provides counseling services for children, teens, adults, and seniors; specializes in women's issues, bipolar disorder, and ADHD.

Mental Health Association (859) 431-1077

- For information on depression, bipolar disorder, and other mental health issues or for referrals and support. Visit <http://www.mhankyswoh.org/> to learn more.

North Key Community Care Counseling Center (859) 331-3292

- Provides information and support for mental health, retardation, alcoholism, and drug abuse services to adults and children. Visit <http://www.northkey.org/> to learn more.

Positive Pathways (859) 746-9272

- Counseling for children, adolescents, adults, seniors. There are also various group therapy services available. Note: a sliding scale fee is available. Visit <http://positivepathway.com/> to learn more.

Recovery Network of Northern Kentucky (859) 431-2134

- Provides information and support for mental illness, substance abuse and homelessness. Also, offers job placement assistance, resume and interview help, computer training, support groups, and social activities

Therapeutic Collaborative (859) 572-0400

- Provides psychiatry and therapy. Specializes in children, adolescents, and families. Note: Medicaid is accepted. Visit <http://www.tcwilder.com/> to learn more.

LOCAL RESOURCES

Food Assistance

Be Concerned (859) 291-6789

- Provides groceries and toiletries to low income families weekly. In addition, you can shop by appointment at the food pantry. Also, offers clothing assistance. Visit <http://www.beconcerned.org/> to learn more.

Brighton Center-Choice Food Pantry (859) 491-8303

- Provides food pantry services to families in Northern Kentucky. To receive services, individuals show proof of income, a picture ID or Social Security card, and proof of residency. Individuals can get food once a month. Also, offers clothing assistance. Visit <https://www.brightoncenter.com/> to learn more.

St. Vincent DePaul (859) 341-3219

- Provides food and utility assistance to residents in Northern Kentucky. To receive services, individuals must show a picture ID, Social Security card, and a utility bill if they need assistance with utilities. Also offers clothing assistance. In addition, provides medications and medical equipment free of charge to those unable to pay. Visit <http://www.svdpnky.org/> to learn more.

United Ministries (859) 727-0300

- Provides access to food pantry services. Note: the service area is limited to Boone, Campbell, and Kenton counties (excludes cities of Covington, Ludlow, Bromley, Latonia, Newport, Alexandria, and Highland Heights). Also, offers clothing assistance. Visit <http://www.umnky.org/> to learn more.

Welcome House of Northern Kentucky (859) 431-8717

- Food pantry support to Northern Kentucky residents. Provides and distributes hygiene items, cleaning supplies, etc. Visit <http://welcomehouseky.org/> to learn more.

LOCAL RESOURCES

Legal Resources

Children's Law Center, Inc: (859) 431-3313

- Non-profit legal service center protecting the right of children and youth through education, juvenile justice, children experiencing homelessness, children in need of protection, and more. Visit <http://www.childrenslawky.org/> to learn more.

Legal Aid of the Bluegrass: 1 (800) 928-4556 or (859) 233-4556

- Provides legal counsel in civil cases for persons with low income; coordinates Senior Benefits Counseling Program. Visit <https://lablaw.org/> to learn more.

Northern Kentucky Bar Association Lawyer Referral Service: (859) 781-1300

- Free referral to an attorney who is qualified to handle your legal problem. Visit <https://www.nkybar.com/includes/referral.aspx> to learn more.

DEPARTMENT FOR COMMUNITY BASED SERVICES (DCBS)

Department of Community Based Services (DCBS): DCBS is a department of the Cabinet for Health and Family Services. The divisions of DCBS are Family Support (food stamps, medical, welfare, etc.) and Protection & Permanency (child and adult abuse and neglect, foster care, and adoptions, etc.) NOTE: most public assistance applications are taken at local DCBS offices or online at <http://benefind.ky.gov>

Boone County

8311 US Hwy 42, 1st Floor
Florence, KY 41042
Phone: (859) 371-8832

Grant County

120 North Main Street
Williamstown, KY 41097
Phone: (859) 824-4471 or (859) 824- 3381

Campbell County

601 Washington Avenue
Newport, KY 41071
Phone: (859) 292-6733

Kenton County

130 W. 43rd Street
Covington, KY 41015
Phone: (859) 292-6340

Carroll County

P.O. Box 368
1720 Highland Ave.
Carrollton, KY 41008

Owen County

75 Duke Avenue
Owenton, KY 40359
Phone: (502) 484-3937

Secondary Address:

1714 Highland Ave.
Carrollton, KY 41008
Phone: (502) 732-6681

Pendleton County

500 Market Street
Falmouth, KY 41040
Phone: (859) 654-3381

Gallatin County

PO Box 875
100 West Market Street
Warsaw, KY 41095
Phone: (859) 567-7381

Kentucky DCBS

275 E. Main Street 3E-I
Frankfort, KY 40621
(502) 564- 37093
DCBS Family Support: 1 (855) 306-8959

COOPERATIVE EXTENSION OFFICES

Extension offices are a great resource for further information and support services. Services include research based information, education classes and training programs in agriculture, family consumer sciences, and 4-H and youth development.

Boone County Office

6028 Camp Ernst Road
P.O. Box 876
Burlington, KY 41005-0876
Phone: (859) 586-610
<https://boone.ca.uky.edu>

Campbell County Office

3500 Alexandria Pike
Highland Heights, KY
41076-1705
Phone: (859) 572-2600
<https://campbell.ca.uky.edu>

Carroll County Office

500 Floyd Drive
Carrollton, KY 41008
Phone: (502) 732-7030
<https://carroll.ca.uky.edu>

Gallatin County Office

395 US Highway 42 West
P.O. Box 805
Warsaw, KY 41095-0805
Phone: (859) 567-5481
<https://gallatin.ca.uky.edu>

Grant County Office

105 Baton Rouge Road
Williamstown KY 41097
Phone: (859) 824-3355
<https://grant.ca.uky.edu>

Kenton County Office

10990 Marshall Road
Covington, KY 41015-9326
Phone: (859) 356-3155
<https://kenton.ca.uky.edu>

Owen County Office

265 Ellis Hwy
Owenton, KY 40359-9300
Phone: (502) 484-5703
<https://owen.ca.uky.edu>

Pendleton County Office

45 David Pribble Drive
Falmouth, KY 41040
Phone: (859) 654-3395
<https://pendleton.ca.uky.edu>

RELATIVES SUPPORT GROUPS

Many grandparents or other relatives feel alone in their struggles of raising their grandchildren. These new emotions can be overwhelming. It is important to know that you are not alone. There are local support groups that allow participants to share their experiences with those who are in a similar situation. Support groups can offer a space to work through problems and offer a network of support to others in your area also raising relatives. Also, support groups can offer parenting tips and information about programs and services in your area that could benefit you and your grandchild.

Boone County: Relatives Raising Relatives

Contact Abby Beausir

Phone: (859) 341-4264

E-Mail: abigail.beausir@nkyhealth.org

OR

Contact FRYSC Coordinator, Renee Wooten

Phone: (859) 282-4610 ext. 20318

E-Mail: Renee.wooten@boone.kyschools.us

Kenton County: Relatives Raising Relatives

Contact: Joan Bowling

Phone: (859) 356-3155

E-Mail: jbowling@uky.edu

OR

Contact FRYSC Coordinator, Leah Langdon

Phone: (859) 957-0035

E-Mail: leah.langdon@kenton.kyschools.us

Grant County: Relatives Raising Children

Contact Sheman Elementary Family Resource

Center, Nancy Powell

Phone: (859) 428-5500

E-Mail: nancy.powell@grant.kyschools.us

Sherman Elementary Cafeteria

3987 Dixie Highway

Dry Ridge, KY 41035

Kenton County: Contact Turkey Foot Middle School, Michelle Arnold

Phone: 859-341-0216

E-mail: michelle.arnold@kenton.kyschools.us

Campbell County: Contact Newport Independent Schools (NSTEP Program), Kristy McNally

E-Mail: krsity.mcnally@newport.kyschools.us

Gallatin County: Grand LOVE

Contact FRYSC Coordinator, Conte Flowers

Phone: (859) 567-7644

E-Mail: conte.flowers@gallatin.kyschools.us

Kenton County: "Super Families"

Contact Ryland Heights Elementary, Susan Martin

E-Mail: Susan.martin@kenton.kyschools.us

COMMUNITY ACTION

Community Action agencies offer programs and services to help people with low-incomes become self-sufficient. Community Action serves hard-working families, seniors, young adults, children, and all neighborhoods in your area. Community Action agencies work in collaboration with a variety of local, state, and federal organizations to provide support to low-income families. The focus areas of Community Action include development and support of the family and the community. Programs include emergency services such as food, utility, and rental payment assistance; housing assistance, nutrition and congregate meals, transportation and assistance for people with developmental disabilities, education programs, child care referrals, and other community resource referrals.

Northern Kentucky Community Action Commission
717 Madison Ave, Covington, KY 41011
Phone: (859) 581-6607
www.nkcac.org

Boone County Neighborhood Center
6555 Nicholas Street, Suite A2
Florence, KY 41042
Phone: (859) 586-9250

Campbell County Neighborhood Center
437 West Ninth Street, Newport, KY 41071
Phone: (859) 431-4177

Carroll County Neighborhood Center
1302 Highland Avenue
Carrollton, KY 41008
Phone: (502) 732-5253

Gallatin County Neighborhood Center
432 West Main Street, Warsaw, KY 41095
Phone: (859) 567-4660

Grant County Neighborhood Center
1116 North Main Street,
Williamstown, KY 41097
Phone: (859) 824-4768

Kenton County Neighborhood Center
1561 Madison Avenue, Covington, KY 41011
Phone: (859) 291-8607

Owen County Neighborhood Center
109 South Madison, Owenton, KY 40359
Phone: (502) 484-2116

Pendleton County Neighborhood Center
311 Park Street, Falmouth, KY 41040
Phone: (859) 654-4054

PUBLIC ASSISTANCE QUESTIONS TO ASK:

- 1) What types of services do you provide?
 - 2) How can I receive an application?
 - 3) What documents do you need from me? What documents do you need to verify my identity? (Driver's License, Social Security card, etc.) What documents do you need to verify my level of income? (Paycheck stubs, pension forms, Social Security check stubs, etc.) If I don't have the documents, can someone at your agency help me get them or refer me to where I can get them? What documents do you need to verify my child's identity? (Birth certificate, Social Security card, etc.)
 - 4) What information do I have to provide to you? If I don't have the proof I need to verify my identity or income, can I provide them to you later?
 - 5) What forms do I need to complete?
 - 6) If I cannot complete the application myself, can someone at your agency help me? Does your organization charge a fee for providing the help I need? If so, how much?
 - 7) Once I have completed the application, will I need to schedule an appointment to meet with someone so they can review it? NOTE: if you make an appointment with the organization, plan to arrive 15 minutes before your meeting to fill out any forms they might need. Once the appointment is over, ask what the next step in the process will be, and how soon you can expect a decision.
 - 8) How will I know when we have been approved for services?
 - 9) When will I receive payment card or medical card?
 - 10) How often do I have to update my records, and what is the process? Is it yearly review or every few months?
 - 11) Do I have the right to appeal your decision, if I am unhappy with it?
 - 12) If we move, or the child returns home, when do I need to notify you and how?
 - 13) If I have additional questions, how do I reach you?
 - 14) Can I have a copy of the policy regarding this program for my understanding and records?
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POVERTY GUIDELINES

Depending on if a person's annual and monthly income falls above or below specific percentages of the poverty guidelines will determine financial eligibility for federal and state public assistance programs.

Refer to the "Poverty Guidelines Chart" below to see the poverty thresholds given household size and given annual income.

Household Size	100%	138%	150%
1	\$11,770	\$16,242	\$17,655
2	\$15,930	\$21,983	\$23,895
3	\$20,090	\$27,724	\$30,135
4	\$24,250	\$33,465	\$36,375
5	\$28,410	\$39,205	\$42,615
6	\$32,570	\$44,946	\$48,855
7	\$36,730	\$50,687	\$55,095
8	\$40,890	\$56,428	\$61,335

Household Size	200%	250%	300%
1	\$23,540	\$29,425	\$35,310
2	\$31,860	\$39,825	\$47,790
3	\$40,180	\$50,225	\$60,270
4	\$48,500	\$60,625	\$72,750
5	\$56,820	\$71,025	\$85,230
6	\$65,140	\$81,425	\$97,710
7	\$73,460	\$91,825	\$110,190
8	\$81,780	\$102,225	\$122,670

**THE
INFORMATION
IN THIS
RESOURCE
GUIDE IS
SUBJECT TO
CHANGE.**

WWW.GRANDFAMILYGUIDE.ORG