

GUIDELINES – REIMBURSABLE FOSTER CARE EXPENSES Edmonton and Area
2023

CATEGORY 1: No Prior Authorization Required

| | |
|---|---|
| SCHOOL SUPPLIES (<i>Suggested – Keep school supply list</i>) | INFANT CARE ALLOWANCE |
| <ul style="list-style-type: none"> Kindergarten \$ 50.00/year Grades 1-6 \$100.00/year Grades 7-12 \$175.00/year | For children 0 – 36 months CLAIM: <ul style="list-style-type: none"> Formula Diapers Basic baby care supplies Submit receipts for up to \$150 per month per child. |
| SCHOOL | AUTOMATIC RELIEF/RESPITE * |
| <ul style="list-style-type: none"> Photos Special Projects School Bus Pass (<i>not City bus pass</i>) Lunch Room Fees - <i>Discuss with caseworker</i> Field Trips - <i>School receipt or cancelled cheque required to claim</i> | Two days / month / child will be reimbursed @ \$65/night without requiring caseworker permission. <i>See criteria below</i> |
| CHRISTMAS GIFTS <i>for child placed AFTER Oct 31st of the current year</i> | * AUTOMATIC RELIEF/RESPITE DAY Criteria |
| 0 – 2 = \$21.35 10 – 12 = \$33.85 3 – 5 = \$25.55 13 – 15 = \$38.00 6 – 9 = \$29.70 16 – 17 = \$42.20 | NOT COVERED: Gifts for children placed prior to Nov 1 st are paid through daily stipend. |
| REIMBURSEMENT PROCEDURE | PROCEDURE: Inform FCSW when and where respite will be. FCSW will notify the Caseworker. |
| Original Receipts + <u>Expense Claim Form</u> = Reimbursement <i>TIMELINE: Submit receipts by 3rd day of the month following the expense to be reimbursed on the 15th.</i> | BANKING AUTOMATIC RESPITE DAYS: Bank to a maximum of 6 days (3 months). (i.e. Foster parent does not use their automatic respite for May and June, and then takes 6 days in a row in July.) |

CATEGORY 2: Authorization Required FROM AGENCY

| | |
|---|---|
| Either INITIAL PLACEMENT ALLOWANCE | or INFANT INITIAL PLACEMENT FUND |
| Foster parents may spend up to \$600 per child on one-time items, to provide for immediate necessities of children new to care or returning to care after 1 year. (<i>Cannot be accessed if INFANT INITIAL PLACEMENT FND has been used</i>) | 0 – 36 Months: Up to \$500 per infant for initial or additional equipment in order to accept an infant placement. (<i>Cannot be accessed if INITIAL PLACEMENT ALLOWANCE has been used</i>) |

| | |
|--|---|
| RECREATION & VACATION FUNDS | Recreation Fund |
| Your Support Worker will discuss these plans with you, then will notify the Caseworker of “funds released”. Original Receipts are required for: <ul style="list-style-type: none"> Recreation programs & equipment Camp Fees Itinerary is required for vacation plans. (No receipts are required unless otherwise requested). | Sports, Clubs, Extracurricular School Activities, Hobbies, etc.: (Per Fiscal Year = Apr 1 st – Mar 31 st) <ul style="list-style-type: none"> Infant to 11 yrs - \$675.00 per child per year 12 to 17 years - \$775.00 per child per year |
| | Vacation & Camp Fund |
| | (Per Fiscal Year = Apr 1 st – Mar 31 st) Foster parent must present a specific vacation plan before funds will be released. <ul style="list-style-type: none"> All ages: \$500.00 per child per year |

GRADUATION – Authorization FROM CASEWORKER

Amounts are meant to cover gifts, attire, photos and dinner. Foster Parent and Caseworker should discuss plans for spending to avoid exceeding maximum amounts. **Grade 9 Grad:** \$400 plus \$100 for a gift
Grade 12 Grad: \$800 plus \$250 for a gift

| ALLOWANCE & CLOTHING | Monthly Clothing Allowance | |
|--|-----------------------------------|---------|
| <p>Funds for Allowance and Clothing are included in the Basic Maintenance part of the Foster Parent Stipend. Foster parents may round up allowance amounts to allow for easier accounting, however this is not required.</p> <p>Additional funds can be requested from the Caseworker to bring a child's wardrobe up to standard. i.e. Growth spurt, new season.</p> <p>It is required that foster parents submit monthly allowance records with their monthly documentation and strongly suggested that clothing allowance records [including receipts] be kept at their homes. This is proof that the funds were spent appropriately. Foster parents must be able to produce detailed records, with receipts, when requested to prove that the minimum monthly amounts were spent. Failure to provide proof could result in the foster parent paying that amount to the foster child, even after a child has been discharged from the program.</p> | 0 – 1 | \$26.90 |
| | 2 – 5 | \$37.60 |
| | 6 – 11 | \$49.05 |
| | 12 – 15 | \$68.45 |
| | 16 - 17 | \$70.05 |
| | Weekly Spending Allowance | |
| | 6 – 8 | \$2.75 |
| | 9 – 11 | \$6.95 |
| | 12 – 15 | \$11.00 |
| | 16 - 17 | \$15.15 |

| CHILD CARE & MILEAGE | Regional Child Care Claims | |
|---|---|--|
| <p>REGIONAL CORE TRAINING: Foster parents may claim childcare expenses for bio and foster children while parents are at Core training. Mileage and Meals for a full day course may also be claimed for Core Training. See the Training Expense Claim form for details.</p> | Up to \$6.50 / hour / child | |
| | Up to \$65.00 / day / child | |
| | Up to \$195.00 / day / home | |
| <p>AGENCY REQUIRED TRAINING: Usually, Crossroads will either provide 'in-house' babysitting at our office, or will reimburse for babysitting at foster parent homes. Check with your Support Worker to see if babysitting will be provided or reimbursed.</p> | <p>AGENCY EVENTS: Mileage for agency events cannot be reimbursed, as the agency does not receive regional funding to cover this expense.</p> | |

| CLOTHING TO STANDARD - Foster parents contribute monthly to the child's wardrobe. Caseworker must approve additional funds to bring the wardrobe up to standard in certain circumstances. | | |
|--|---|--|
| Infant to 1 year of age ~ up to \$300 | 1 - 6 years of age ~ up to \$400 | 7 - 17 years of age ~ up to \$600 |

| TRANSPORTATION EXPENSES | |
|--|---|
| REIMBURSEMENT PROCEDURE | WHAT TRIPS SHOULD I CLAIM? |
| <p>ONE CHILD: Mileage is claimed at \$0.505 / km (2010) Parking Receipts (<i>original or handwritten</i>) + Mileage Claim Form (<i>one per child</i>) = Reimbursement <i>TIMELINE: Submit receipts by 3rd day of the month following the expense to be reimbursed on the 15th.</i></p> | <p>Your foster children are considered to be part of your family. Any trips you would normally complete for your own family members are expected to be completed for foster children as well. Such costs come out of your daily stipend. Normal 'family' trips include such things as family outings, shopping, haircuts, picking up prescription refills, and regular medical check-ups, such as annual doctor or dentist appointments, etc.</p> |
| <p>SHARED RIDE: If two or more children share a ride, separate forms must be filled out for each child. On each child's form note 'SPLIT' and state the same thing, including why the ride was shared. EXAMPLE: Mileage Claim for Child: Bubba Doe Total Cost: \$15 SPLIT by 3 children = \$5 each Reason: Ride shared to speech therapist and pediatrician on the same day and located in same office building.</p> | <p>CASEWORKER AUTHORIZATION is required for:</p> <ul style="list-style-type: none"> • Specialist & Therapist appointments • Bio family and sibling visits • Parking (specialists, court, and hospital). • Drives to & from school <i>might</i> be covered, especially if the school is out of your district. Talk to your child's Caseworker • Driving children to Summer Camps located outside of the city of Edmonton. • Sporting activities and practices • Normal medical, dental & optical appointments |