

KINSHIP & RESPITE FUNDING (CT Children's Trust Fund)

Administered By

NORWICH HUMAN SERVICES

Norwich Human Services has been selected by the Children's Trust Fund to administer Kinship & Respite Funding to assist children in the care of a relative guardian (*such as "grandparents" raising grandchildren*), who have been awarded guardianship through the State of Connecticut Probate or Superior Courts only.

Grants are available up to \$500 per child (maximum \$2,000 per family) for Kinship and up to \$2,000 for Respite. Funding is available to children in the following towns:

Norwich, Preston, Lisbon, Sprague, Franklin, Voluntown, Griswold & Bozrah

In order to request funds, the relative guardian must come to Norwich Human Services, 80 Broadway, Norwich, CT to complete an application.

- ✓ **Verification of the guardianship must be documented** (*A date stamped & Court sealed decree dated no later than 30 days prior to the submission of the grant application*).
- ✓ **Verification of the family's income must also be provided, including verification of Department of Social Services award.**
- ✓ **Guardian's photo ID must be provided.**
- ✓ **Release of Information, so that NHS staff can verify with the Department of Children & Families area office that the guardian is NOT receiving a DCF subsidy.**

The application must specify what the grant funds will be used for. A receipt(s) for the purchase of the stated item(s) or service(s) will be required and must be submitted to Norwich Human Services within 7 days of the check disbursement date.

- The purpose and policy of the Kinship fund is to provide direct cash assistance to children that can improve the quality of life for that child.
- The purpose and policy of the Respite fund is to provide relief to relative guardians responsible for the needs of minor children.

Norwich Human Services Staff will review the applications and select grantees. We reserve the right to select all or none of the requests for funding and may grant the entire or a portion of an applicant's request.

For further information, please contact:

Janice Thompson, Grants Coordinator
Norwich Human Services
80 Broadway, Norwich, CT 06360
(860) 823-3778
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Email: jthompson@cityofnorwich.org



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(Towns of Montville, Lebanon and Salem are served by the New London Regional Children's Probate Court, 470 Bank St., New London (t) 860-437-6253)

(Towns of Mansfield, Columbia, Coventry and Andover are served by the Northeast Regional Children's Probate Court, 90 S.Park St., Willimantic (t) 860-450-2653)

Notice to Guardians Kinship & Family Respite Grants

As a court-appointed guardian through the State of Connecticut Probate or Superior Courts, you may be eligible to receive money from the Kinship Fund and Family Respite Fund Programs.

The **Kinship Fund** makes grants to guardians in the amount of \$500 per child per year, up to a maximum \$2,000 per family. Grants must be used for the child or children for the following purposes:

- Health (eyeglasses, dental care, hearing improvement treatment)
- Enrichment (school field trips, clubs, or athletic fees, athletic equipment, educational classes or tutoring, art supplies, materials for creative tasks, books)
- Development (clothing for social functions that mark developmental milestones, photographs or other memorabilia)
- Basic needs (school clothes and supplies, coats, hats, mittens, boots, shoes or similar items)

The **Respite Fund** makes grants up to \$2,000 per year to guardians for respite. Guardians may use respite grants for the following purposes for children under their care:

- Housing (rent, mortgage interest, property taxes, maintenance, insurance)
- Food (groceries, school meals, restaurants)
- Transportation (public transportation and car purchase and financing costs, insurance, gasoline, maintenance)
- Clothing and personal care items
- Education (tuition, books, supplies, uniforms, lessons, driver education classes)
- Child Care (day care tuition, baby-sitting, summer camp, vacations, entertainment, recreational equipment, reading materials)
- Spending allowances

To be eligible for a Kinship or Respite Fund Grant, a guardian must meet all of the following requirements:

- Is serving as a guardian for a related minor child as the result of an appointment by the Probate Court or Superior Court Juvenile Matters;
- Qualifies at the time of the grant application for a Probate Court fee waiver OR is determined by Norwich Human Services to be in need;
- Is NOT receiving a subsidy or other benefit from DCF; and
- Has submitted a grant application together with all required documentation.

Grant amounts are determined by Norwich Human Services and may vary depending upon available funding. A guardian may apply for grants each year, provided that all eligibility requirements continue to be met. Applications are available at Norwich Human Services, 80 Broadway, Norwich, CT.