



Template Request to the Child Welfare Agency to Support Enrichment Activities

NOTE: The following document is a template request to the child welfare agency to ask that it support a youth's participation in enrichment activities and include participation in activities in the case plan. When using this template, please make sure to insert your specific facts and the request for your case to replace the example that is highlighted in yellow.



Dear [County Child Welfare Agency Case Worker]:

I am writing to request that the case plan for my client, [Name and DOB], include support for participation in enrichment activities.

All young people in foster care have the right to “participate in extracurricular, cultural, racial, ethnic, personal enrichment, and social activities, including, but not limited to, access to computer technology and the internet, consistent with the child’s age, maturity, developmental level, sexual orientation, and gender identity and expression.” WIC § 16001.9(a)(16); see also WIC § 362.05 (a). In addition, “[e]ach state and local entity shall ensure that private agencies that provide foster care services to dependent children have policies consistent with this section and that those agencies promote and protect the ability of dependent children to participate in age-appropriate extracurricular, enrichment, and social activities.” WIC § 362.05(a).

The youth would like to participate in a music program at [Community Center]. He has not been able to do so because he does not have transportation for the three days a week the program meets and he must pay fees to rent instruments for the program, as well as a uniform for concerts. [] gets great enjoyment out of playing music and meeting peers with similar interests.

I have asked [Provider] to ensure that my client can participate in the music program, but they have not provided the necessary supports. I am requesting that my client’s case plan be amended to include specific actions and support so that [] is able to participate in the music program, including, but not limited to, ensuring that he is able to rent instruments, rent a uniform, and have transportation to and from the program meetings on Mondays, Wednesdays, and Fridays. While the funding for enrichment activities can be provided through general child welfare funds, Flexible Family Supports For Home-Based Foster Care Funds can also be used for enrichment activities and are available through all child welfare and juvenile probation departments.

Please let me know your response to this request within 5 business days. I am available to discuss this issue further.

Sincerely,

cc: Case work supervisor and Agency Director