

APS Program Planning Template: State/Territory/District-Specific Focus

State/Territory/District	Kansas
Contact	Chrisy Khatib
Budget Allocation	\$2,178,155
Timeline	<p>AMERICAN RESCUE PLAN ACT (ARPA) OF 2021- Grant 1 August 2021 – September 2023 \$704,707</p> <p>AMERICAN RESCUE PLAN ACT OF 2021 - Proposed Grant 2 August 2022 – September 2024 \$1,334,740.00</p> <p>Spend Plan Updated 06/23/2022 – Chrisy Khatib Spend Plan Updated 10/05/2022 – Chrisy Khatib</p>
<p>Vision 2025</p> <p>The Vision clarifies what your ARPA Grant 1 Program aspires to become and to achieve. It is designed to inspire by providing a picture of where the program is heading in 3-5 years.</p> <p>Note: If you are a part of a larger organization, does it have its own future vision? If so, you may want to adapt it to your own program.</p>	<p>We envision that the Kansas APS Program respects an adult’s quality of life while providing support, compassion, and services to those in need while providing safety from Abuse, Neglect, and Financial Exploitation and ensuring their right to independence and self-determination.</p>

<p>Mission Statement</p> <p>Mission and Values statements can be an effective tool to educate the public; state and local government officials; state government agencies; provider agencies; and service recipients as to what the Adult Protective Services is and how they do business.</p> <p>Mission Statements answer four key questions about your APS Program:</p> <ul style="list-style-type: none"> • Who do we serve? • What needs do they have that we can fulfil? • How do we meet those needs? How do we make the clients’ lives better? • Does it link directly to the Vision Statement? <p>Note: if you are a part of a larger organization, does it have its Mission Statement? If so, you may want to adapt it for your own program.</p>	<p>The Kansas APS Program improves the quality of life for vulnerable adults in need of protection by enhancing prevention services, fostering independence, and promoting advocacy by building connections with families, supportive individuals, and community partners.</p>
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<p>Guiding Principles / Core Values Guiding Principles or Core Values guide internal processes and client interactions for your APS Program.</p> <p>Note: if you are a part of a larger organization, does it have its own set of Guiding Principles or Core Values? If so, you may want to adapt it for this program.</p>	<ul style="list-style-type: none"> ● Respect for Self-Determination ● Teamwork and Collaboration in the Community ● Teamwork and Collaboration within the APS Program ● Consistent, committed, and efficient service delivery ● Conduct thorough investigations: Trust but verify ● Utilization of the least restrictive environment

<p>Goals for Program Improvement</p> <p>These are goals to be obtained to move your APS program from current practices to your Vision.</p> <p>Now that you have new funds targeted for your work with APS, what can be enhanced or improved in your current program? These goals must meet the APS Formula Grant requirements. It is recommended these goals become SMART goals (specific, measurable, actionable, and timely).</p> <p>Using the results of your Environmental Scan, identify key issues that need to be addressed during this planning cycle.</p> <p>These are goals to move your APS Program from current practices to your Vision #1.</p>	<ul style="list-style-type: none"> • Contract out or grow the number of in-house staff to provide support for the growing number and complexities of investigations that are received each year. • Educate our partners on APS services, client’s rights, and statutory requirements through developing brochures, meetings, and outreach events. • Enhance our data automation system for better reporting and time-saving measures on our ANE processes and support NAMRS. • Help provide support and services to our APS clients for stabilization and crisis intervention. • Strive for additional training to better improve the abilities of staff, supervisors, and administration in meeting and supporting personal, professional, and work needs. • Development of standardized tools to ensure consistency.
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Targeted Improvement Projects

Using the results of your Environmental Scan and PESTEL, describe the targeted improvements and enhancements needed for this planning cycle.

Your improvements should be concrete, measurable, and complete.

WHY is this improvement needed?

What **Purpose** or **NEED** will it fill?

What **RESOURCES** will be used?

What **ACTIVITIES** will it entail?

What are the direct **OUTPUTS** of the activities? What are the intended results and how will clients benefit?

See example on next page.

EXAMPLE: Illustrate targeted improvements using a Logic Model Framework

06/23/2022 – Edits to KS Operational Plan

10/05/2022 – Edits to KS Operational Plan

Purpose/Needs to be filled by ARPA Funds	Inputs (Resources Deployed)	Activities	Outputs from Investment	Short-Term Outcomes	Long-Term Outcomes
<p>Based on the results of your Environmental Scan and PESTEL, what <i>needs</i> of your APS Program will be served by the ARPA funds?</p> <p>Should be a clear “connection” with the Environmental Scan items.</p>	<p>People, financial, organizational, or community resources Directed toward doing the activity.</p>	<p>Improvement Projects</p> <p>Identify the “What” for each targeted improvement, with enough context and information to explain.</p>	<p>Direct products of program activities. May include types, levels, and targets of services to be delivered by the program.</p> <p>Examples include the number of people served, the number of events held, and the number of units of service provided.</p>	<p>Specific changes in behavior, knowledge, skills, status, or level of functioning in 1 year.</p> <p>Internal Benefits.</p>	<p>Specific changes in behavior, knowledge, skills, status, or level of functioning.</p> <p>Long-Term outcomes should be achievable within the 2-to-5-year timeframe of grants.</p> <p>Benefits to your Clients.</p>
<p><u>APRA 1</u> Project 1</p> <p>Updated language and funds 06/23/2022</p>	<p>\$240,000.00</p> <p>\$280,000.00</p>	<p>Complete a high-level workflow review of KIPS and identify areas to increase efficiencies.</p>	<p>Kansas will submit a more comprehensive NAMRS report with additional case component data elements.</p>	<p>Kansas will submit a more comprehensive annual NAMRS report.</p> <p>Automating APS forms will improve</p>	<p>Increasing the data fields will allow APS leadership to make informed decisions based on actual data</p>

<p>Updated funds 10/05/2022</p> <p>Standardization in data collection, submitting comprehensive NAMRS reports and identifying trend data.</p>	<p>\$230,000.00</p> <p>Enhance Kansas Intake / Investigation Protection System (KIPS).</p>	<p>Review NAMRS case component data elements and determine the additional fields Kansas will begin collecting and reporting annually.</p> <p>Support the development and automation of APS forms within KIPS to increase efficiencies.</p> <p>Real-time reports such as caseload reports, open service plans, guardianships, etc., will allow for increased efficiencies for workers, supervisors, and administrators.</p>	<p>Automate commonly used forms within KIPS, such as service plans and goods and services expenses.</p> <p>Workers, Supervisors, and Administrators have access to real-time reports that capture worker caseload data, open service plans, and regional and statewide performance data.</p>	<p>the quality of documentation sent to adults involved in APS investigations, allow workers to be more efficient with time, improve accuracy and allow for consistent data collection.</p> <p>Create reports in advanced reporting that allow supervisors and administration to run real-time reports to assist in supervision and program guidance.</p>	<p>versus anecdotal information.</p> <p>Kansas APS will provide a holistic picture of caseload, trend data, and program need to stakeholders, including internal DCF Leadership, APS Advisory Board, and State Legislature.</p>
<p>ARPA 1 Project 2</p>	<p>\$32,707.00</p>	<p>Improved skill set for Protection Specialists working with special</p>	<p>Implement and train APS staff on the new Kansas APS practice</p>	<p>Protection Specialists will have the skills to handle complicated and highly specialized</p>	<p>Improve the quality of services delivered by APS staff by providing formal</p>

<p>Updated language and funds 06/23/2022</p> <p>Enhance Workforce Training and Professional Development</p>	<p>\$62,707.00</p> <p>Enhance learning opportunities for APS staff.</p>	<p>populations, aging issues, Pandemic-related issues, and ongoing professional development.</p> <p>Improved APS supervisors and administrators' skill set in effective leadership, problem-solving, and communication skills.</p>	<p>manual and improve effective onboarding.</p> <p>Provide training opportunities for APS staff who interview adults with special needs such as cognitive disabilities, language differences, or other impairments.</p> <p>Increase the training for highly specialized topics such as financial crimes, sexual abuse investigations, hoarding, etc.</p> <p>Support professional development opportunities for supervisors and administrators.</p>	<p>cases with confidence.</p> <p>APS supervisors and administrators will increase their skill set in managing change, facilitative approaches to complex problems, and supporting staff.</p>	<p>training and learning opportunities.</p> <p>Improve the development of skills, core competencies, and leadership opportunities for APS staff.</p> <p>Improve Protection Specialists' competencies by providing training, standardized methods of service delivery, and tools that allow for reflection and improved practices.</p>
<p>ARPA 1 Project 3</p> <p>Updated language 06/23/2022</p>	<p>\$220,000.00</p> <p>Hire up to eight temporary APS staff.</p>	<p>Assist APS clients with client advocacy, referrals, applications, etc.</p>	<p>Build a secondary worker data field within KIPS to track duties of temporary positions, such as</p>	<p>Late cases will be reviewed by APS Supervisors and assigned to temporary staff for assessment, referral</p>	<p>Involved adults will receive follow-up and know the outcome of the case investigation.</p>

<p>Hire temporary staff to assist with APS investigations.</p>		<p>Assist in the investigation of overdue cases due staff turnover during the COVID-19 Pandemic.</p>	<p>referral for services and case closures.</p>	<p>for services, and case closure. All substantiated cases of neglect, abuse, and financial exploitation shall be sent to Law Enforcement and the Attorney General's office.</p>	<p>Current APS Protections Specialists will focus on existing caseload assignments and not be expected to investigate vacant worker caseloads.</p>
<p>ARPA 1 Project 4 Discontinued 06/23/2022 Continued need for consistent data reporting and re-mapping of required data elements to align with NAMRS reporting requirements</p>	<p>\$70,000.00 for Improving data collections/reporting to NAMRS.</p>	<p>Upgrades to KIPS for better reporting & mapping of NAMRS required data points.</p>	<p>Less errors in mapping. Cleaner reporting process. Less staff time involved, allowing focus on other critical issues.</p>	<p>Less time spent reviewing for errors and clean up of the errors.</p>	<p>Clean and accurate data consistently being reported to represent Kansas's true activities in APS.</p>
<p>ARPA 1 Project 5 Updated language 06/23/2022</p>	<p>\$42,000.00</p>	<p>Kansas will initiate a team of stakeholders to participate in a systematic approach of learning best practices and</p>	<p>The Learning Collaborative will compile recommendations that support adults in the least restrictive manner that promote</p>	<p>APS will share recommendations with DCF Leadership, APS Advisory Group, and KS Stakeholders to include the KS legislature, the barriers, needs and</p>	<p>Improves client outcomes by utilizing the least restrictive method for adult decision-making. Enhance APS working</p>

<p>APS will initiate an Adult Decision-Making Learning Collaborative.</p>		<p>person-centered approaches for supporting adults in need of assistance with decision-making.</p> <p>The Learning Collaborative will include training from subject matter experts and will participate in a facilitated dialogue after the training.</p>	<p>autonomy and individual choice.</p> <p>The Learning Collaborative will identify a comprehensive approach to supporting adults needing assistance with decision-making.</p>	<p>recommendations from the Kansas Adult Decision-Making Learning Collaborative.</p> <p>Professionals who attend training will demonstrate increased knowledge in topics related to adult decision-making using pre and post-tests.</p>	<p>relationships with law enforcement, legal, medical and community stakeholders.</p>
<p>ARPA 1 Project 6</p> <p>Updated language 06/23/2022</p> <p>Updated funds 10/05/2022</p> <p>Assist with purchasing goods and services for APS clients.</p>	<p>\$100,000.00</p> <p>\$150,000.00</p> <p>Support APS clients' health and well-being by purchasing necessary goods and services to reduce potential abuse,</p>	<p>APS will purchase needed goods and services that support adults and help the adult remain in the least restrictive environment.</p>	<p>APS will build additional data fields within KIPS to track service plans, services referred, services provided, and expenses.</p> <p>APS will build additional fields to track client outcomes during case closure.</p> <p>APS will build a report that tracks goods and services and recurrent maltreatment.</p>	<p>Involved adults' risk will be reduced when APS purchases needed goods and services.</p>	<p>Recurrent maltreatment will be reduced for involved adults who receive goods and services.</p>

	neglect, and financial exploitation.				
<p>ARPA 2 Project 1</p> <p>Updated language and funds 06/23/2022</p> <p>Assist with purchasing goods and services for APS clients.</p>	<p>\$200,000.00</p> <p>\$100,000.00</p> <p>Support APS clients' health and well-being by purchasing necessary goods and services to reduce potential abuse, neglect, and financial exploitation.</p>	<p>APS will purchase needed goods and services that support adults and help them remain in the least restrictive environment.</p>	<p>APS will build additional data fields within KIPS to track service plans, services referred, services provided, and expenses.</p> <p>APS will build additional fields to track client outcomes during case closure.</p> <p>APS will build a report that tracks goods and services and recurrent maltreatment.</p>	<p>Involved adults' risk will be reduced when APS purchases needed goods and services.</p>	<p>Recurrent maltreatment will be reduced for involved adults who receive goods and services.</p>
<p>ARPA 2 Project 2</p> <p>Updated language 06/23/2022</p> <p>Discontinued 10/05/2022</p>	<p>\$25,000.00</p> <p>\$0.00</p>	<p>Develop statewide training and materials to educate medical and legal professionals on supporting adults who need</p>	<p>Increase the number of learning opportunities from subject matter experts that educate professionals on an array of supportive options.</p>	<p>APS will establish baseline data of adults referred to supported decision-making, limited guardianship, and full guardianships and trend data over time.</p>	<p>The least restrictive options have been explored with adults who need assistance with decision-making.</p> <p>The continued right to self-determination for</p>

Support person-centered approaches for individuals in need of assistance with decision-making.	Statewide training and learning opportunities for the medical and legal community.	assistance with decision-making. Educate professionals on the least restrictive options which support choice and autonomy.	Provide materials to the medical and legal community that summarize alternative guardianship approaches.	Professionals who attend training will demonstrate increased knowledge in topics related to adult decision-making.	APS clients in need of decision-making support.
<p>ARPA 2 Project 3</p> <p>Updated language 06/23/2022</p> <p>Updated funds 10/5/2022</p> <p>Adopt a standardized tool to assist APS Protection Specialists in the field.</p>	<p>\$100,000.00</p> <p>\$50,000.00</p> <p>Standardized Assessment Tool</p>	Train all APS staff on Interview for Decisional Abilities (IDA) Cornell-Penn or a standardized tool that complements the IDA.	APS Protection Specialists will demonstrate increased knowledge and confidence in utilizing a standardized tool for adult decision-making.	<p>Improve proficiency in gathering information about clients' decision-making abilities.</p> <p>Protection Specialists will document decisional abilities in KIPS.</p> <p>Protection Specialists will have the skill set to investigate the ability of clients to understand, appreciate, and reason around risks.</p> <p>Improve communication with colleagues for cases requiring decision-making assessments</p>	Reduce ambiguity when completing APS investigations and making referrals for capacity evaluations.

<p>ARPA 2 Project 4</p> <p>Assist the APS worker in financial exploitation cases</p>	<p>\$196,000.00</p> <p>Assistance with financial exploitation cases.</p>	<p>Contract with a Forensic Accountant or Accounting firm to provide data analysis of the financial record, analyzing and quantifying financial discrepancies for the APS investigation and legal prosecution.</p> <p>They would gather, compile, and prepare reports for APS Investigations</p>	<p>Track the number of cases for which assistance was provided by the forensic accountant or accounting firm.</p>	<p>Quicker turnaround of investigations/ findings due to the support of the forensic accountant.</p> <p>Potential prosecution of alleged preparators.</p> <p>Stopping the exploitation from continuing.</p>	<p>Forensic Expertise to support the findings.</p> <p>Potential prosecution and jail time/person felony under the mistreatment of a dependent adult Statute.</p> <p>Recommendations for stopping the continued financial exploitation of the client.</p>
<p>ARPA 2 Project 5</p> <p>Discontinued 06/23/022</p> <p>Development of a new automation system that will house all APS and intake records (CCWIS System)</p>	<p>\$248,076.00</p> <p>\$0.00</p> <p>The development and integration of a new automation system.</p>	<p>Development of a new automation system to include upgraded forms & processes to save time for workers daily functions.</p>	<p>Improved data collection and reporting.</p>	<p>Allows for more focus and quality for investigation of safety and capacity.</p> <p>Less human errors due to automation.</p>	<p>Greater long term investigation records and assessment efficiency.</p>

<p>ARPA 2 Project 5</p> <p>New Project 06/23/2022</p> <p>Mental Health Pilot for APS vulnerable adults.</p>	<p>\$348,076.00</p> <p>Mental Health clinicians will provide therapeutic support to APS clients with complex medical and mental health conditions.</p>	<p>Creation of a mental health pilot in a rural and urban state of Kansas. The pilot will serve APS clients, with preference given to adults 60 years of age and older.</p>	<p>Community Mental Health Specialists will provide specialized care such as case management, care coordination, and individual therapy to vulnerable adults/or caregivers who have been subject to an APS investigation.</p> <p>Priority will be given to adults 60 years of age an older/or caregivers needing mental health supports.</p>	<p>APS will track the number of referrals to the mental health pilot.</p> <p>Mental Health specialists will document care coordination activities, and client outcomes and submit quarterly reports to APS.</p> <p>APS will collaborate with the two-pilot community mental health centers and provide annual progress reports to KS APS Advisory Board, CMHC Board and KS Legislature Senior Care Task Force.</p>	<p>Adults who have been victims of abuse, neglect, or financial exploitation investigation in a pilot county may receive mental health services to support their health and well-being.</p>
<p>ARPA 2 Project 6</p> <p>Updated Language 06/23/2022</p>	<p>\$170,000.00</p> <p>Increased training and learning opportunities for APS staff.</p>	<p>Improved skill set for Protection Specialists working with special populations, aging issues, Pandemic-</p>	<p>Implement and train the new KS APS manual for onboarding new staff.</p>	<p>APS supervisors and administrators will increase their skill set in managing change, facilitative</p>	<p>Improve the quality of services delivered by APS staff by providing formal</p>

<p>Enhance Workforce Training, Technology, and Professional Development</p>		<p>related issues, and ongoing professional development.</p> <p>Improved APS supervisors and administrators’ skill set in effective leadership, problem-solving, and communication skills.</p> <p>Utilize technology to make data-driven decisions.</p>	<p>Provide training opportunities for APS staff who interview adults with special needs such as cognitive disabilities, language differences, or other impairments.</p> <p>Increase the number of trainings for highly specialized topics such as financial crimes, sexual abuse investigations, and hoarding.</p> <p>Support professional development opportunities for supervisors and administrators.</p>	<p>approaches, and supporting staff.</p> <p>Professionals who attend training will demonstrate increased knowledge in topics by pre-and post-tests.</p>	<p>training and learning opportunities.</p> <p>Improve Protection Specialists’ competencies by providing training, standardized methods of service delivery, and tools that allow for reflection and improved practices.</p> <p>Protection Specialists will have the practice skills to investigate complex cases as they arise with confidence.</p>
<p>ARPA 2 Project 7</p> <p>Updated Language 06/23/2022</p> <p>Enhance workforce by adding new APS Family</p>	<p>\$534,372.00</p> <p>Hire six full-time APS Family Support Coordinators</p>	<p>The Family Support Coordinator will provide direct and indirect services to APS clients.</p> <p>The Family Support Coordinators will refer APS clients to</p>	<p>The Family Support Coordinator will support the APS Protection Specialist with case duties, referrals for community support, and the delivery of</p>	<p>APS clients who work with a Family Support Coordinator will experience reduced risk at the time of case closure.</p> <p>APS clients who work will Family Support</p>	<p>APS clients assigned a family support coordinator will be connected to natural resources, receive advocacy, and experience improved client outcomes.</p>

Support Coordinator positions.		services in the community. The Family Support Coordinators will assist in purchasing goods and services to support the involved adult’s health and well-being.	needed goods and services.	Coordinators will remain in their residence at the time of case closure.	
ARPA 2 Project 8 Discontinued 06/23/2022 Need for consistent data reporting and mapping of needed data elements to align with NAMRS reporting requirements	\$70,000.00 \$0.00 CCWIS for the build and mapping for Improving data collections/reporting with NAMRS	Upgrades to the CCWIS system for better reporting & mapping of NAMRS data points required	Less errors in mapping Cleaner reporting process Less staff time involved, allowing focus on other critical issues	Less time spent reviewing for errors and clean-up of the errors Accurate data being reported	Clean and accurate data consistently being reported to represent Kansas’s true activities in APS. Provides data to show alignment of states activities Accurately reflects client’s data for long term data analysis

Budget / Spending Plan for ARPA funds – Semi-annually for 3 to 5 years

Budget/Spending Plan will be used to enhance, improve, and expand the ability of APS workers to investigate allegations of abuse, neglect, and exploitation. Be sure to use separate line items for each major improvement project.

Operational Plan Submission due by January 31, 2022. **Updated Operational Plan submitted 06/23/2022**

ARPA 1- First Grant Allocation - August 2021 - September 2023

ARPA 1	Description	2022 Period 1	2022 Period 2	2023 Period 1	2023 Period 2	Total
Project 1	Improvement/enhancement of KIPS	100,000	100,000	40,000 15,000	40,000 15,000	\$280,000 \$230,000
Project 2	Training Expense	16,353.50	16,353.50	30,000	0	62,707
Project 3	Hire Temp Staff	110,000	110,000	0	0	220,000
Project 4	NAMARS Data Discontinued	70,000.00 0				0
Project 5	Community Outreach	42,000	0	0	0	42,000
Project 6	Purchase of goods/services for clients	25,000	25,000	25,000 50,000	25,000 50,000	\$100,000 \$150,000
Total		293,353.50	251,353.50	95,000	65,000	\$704,707

ARPA 2- Second Grant Allocation - August 2022 September 2024

ARPA 2	Description	2023 Period 1	2023 Period 2	2024 Period 1	2024 Period 2	Total
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Project 1	Client Goods & Services	25,000 0	\$25,000 0	25,000 11,292	25,000	\$100,000.00 36,292
Project 2	Training to Hospital and NF	0	12,500 0	12,500 0	0	25,000.00 0
Project 3	Standardized Tool	0	50,000 0	50,000	0	\$100,000.00 \$50,000
Project 4	Forensic Accountant	40,000	40,000	40,000	76,000	\$196,000
Project 5	Mental Health Pilot	87,019	87,019	87,019	87,019	\$348,076
Project 6	Staff Training & Technology	42,500	42,500	42,500	42,500	\$170,000
Project 7	Adding Full-time positions	133,593	133,593	133,593	133,593	\$534,372
Total		328,112 303,112	390,612 303,112	390,612 364,404	364,112	\$1,473,448 1,334,740

Summary of ARPA 1 + ARPA 2 Expense

	2022 Period 1	2022 Period 2	2023 Period 1	2023 Period 2	2024 Period 1	2024 Period 2	Total
Summary	293,353.50	251,353.50	398,112.00	368,112.00	314,404.00	364,112.00	\$1,989,447.00

Categories *may* include:

- Development Operational Plan
- Staffing (including FTE or Consulting Agreements)
- Training

- Technology Upgrade
- Equipment
- Administrative Costs
- Transportation
- Wrap-around services