

Connecticut Department of Children and Families
Transition Extension Application for Postsecondary Graduates



2/2018 (Rev.)

Page 1 of 3

APPLICANT INFORMATION				
LAST Name:	First Name:	M:	DOB:	Current Age:
Address: (No. and Street):		City	State	Zip
E-mail		Home Phone:	Cell Phone:	Work Phone:
PSE School / Program:		Degree/Certificate:		Graduation Date:
Social Worker Name:		Social Work Supervisor Name:		
DCF Office:				

REASONS FOR EXTENSION REQUEST AND REASONABLE EFFORTS MADE TOWARD TRANSITION

Please describe in detail why you are requesting an extension of DCF services beyond the three month transition time allotted after graduation from a postsecondary education program (DCF Adolescent Services Policy 42-4). Include any efforts you have already taken and will take to achieve employment, stable housing, and reliable transportation prior to transitioning from care. Resumes, transcripts, and letters of recommendation may be attached as supporting evidence of YOUR request. [You may attach additional pages, if needed, for your extension request:]



SIGNATURES	
Program Manager Name:	<input type="checkbox"/> Support <input type="checkbox"/> Do NOT Support
Program Manager Signature:	Date:
Comments:	
Area Office Director Name:	<input type="checkbox"/> Support <input type="checkbox"/> Do NOT Support
Area Office Director Signature:	Date:
Comments:	
Regional Administrator Name:	<input type="checkbox"/> Support <input type="checkbox"/> Do NOT Support
Regional Administrator Signature:	Date:
Comments:	
Commissioner's Office: <input type="checkbox"/> Approved Length of Extension: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 Months <input type="checkbox"/> NOT APPROVED	
Commissioner (or Designee) Signature:	Date:
Comments:	



TRANSITION EXTENSION APPLICATION FOR POSTSECONDARY GRADUATES

Introduction

In 2017, members of the Connecticut Statewide Youth Advisory Board completed the *Adolescent Needs Prior to Transitioning from Care* document and proceeded to begin work on implementing their proposals to DCF in order to facilitate a successful transition into independent living and adulthood. The Youth Advisory Board members' top priority was to work on an extension of services beyond graduation from a postsecondary educational program.

Purpose

As of 2014, the DCF Adolescent Services policy (DCF Policy 42-4) allows for up to a three-month transition window for graduates of a postsecondary educational program. Many of the Statewide Youth Advisory Board members felt three months may not provide sufficient time to allow for a young adult to achieve financial stability as he or she exits the foster care system, and this application provides the vehicle by which the young adult may ask for more time and assistance.

Application Guide

The "Transition Extension Application for Postsecondary Graduates" is a youth-driven process that allows qualified young adults to state their circumstances and case for an extension of services for up to three months beyond the three-month window allotted by current Adolescent Services policy (DCF Policy 42-4). This opportunity was developed in response to Youth Advisory Board members who made an effective case that some youth who have graduated and otherwise met the obligations of PSE, cannot reasonably get situated and stable in their living situation within the standard 3 month timeframe, despite their efforts to be ready to transition out of care. The opportunity for an additional extension will be considered and ultimately decided by the Commissioner after considering the youth's justification and the input of regional managers.

Young adult applicants should make their case for an extension in essay format detailing their situation to include the efforts they already have made or will make to achieve employment, stable housing, and a plan for reliable transportation beyond graduation. Requests should specify the nature of what supports and services are being requested, including any need for continued rent subsidies, stipends, or DCF case management. Note that any extension of care/services will require the young adult applicant to continue to cooperate with DCF policy standards regarding social worker visitation and case planning. Applicants are encouraged to attach resumes, transcripts, letters of recommendation, financial information, graduate school acceptance letters, job offers, or other evidence supportive of their request.

Applications should be submitted to the DCF Commissioner's Office two months prior to the anticipated graduation date in order for the eligibility decision from the Commissioner's office to be received by the applicant by the time of the applicant's graduation. Signatures evidencing review are required from the assigned DCF Program Manager, Area Office Director, and Regional Administrator prior to submission to the Commissioner's Office. The DCF Commissioner has asked the managerial chain-of-command to include any relevant comments they may wish to add along with their review signature, but the Commissioner shall have the final decision making authority to approve any extension request, including the length of any such extension. Once the Commissioner's Office has made a decision, the decision will be communicated back to the region and area office from which the application originated and there shall be no appeal process.