

## Concrete Goods Guide

This protocol applies to Home Based goods provided by CA staff and contracted providers. In every situation the CA worker/ provider must be able to clearly document how Home Based goods are necessary and needed to directly support a family in maintaining child safety and directly related to a specific goal of the family's case plan.

- **The CA worker/provider must document:**
  - Attempts to obtain the item through community resources (community food and clothing banks, etc.)
  - Support and assistance to the family to apply for benefits through the CSO, requesting assistance of the utility companies/landlords for overdue bills, etc.
- If the provider does not document at attempts to use community resources, the assigned CA worker should deny the request.
- All expenditures by contracted providers require advance written approval from the CA worker (except for \$25 of engagement funds used for IFPS and FPS providers).
- Providers must not submit blanket authorizations to CA workers (such as providers seeking to spend the \$200 without the assigned CA worker knowing what is being purchased in advance).

Acceptable Concrete Fund Expenditures	
Auto/Auto Repair	Purchasing or paying for any part of a vehicle to enable the family to care for or participate in the service needed to improve safety of the child.
Clothing	If a clear need is identified in the request and documentation supports that other community resources have been exhausted.
Educational items	Activities related to improving a child's basic cognitive skills, physical development, and interactions with their caregiver.
Furniture	If furniture is necessary for the child's safety and well-being (bed, high chair, car seat, etc).
Groceries	Before purchasing food for families, CA workers/ providers should assess whether the family is eligible for food assistance, e.g., SNAP or WIC, and the accessibility of local food banks, community gardens,

	and other services that would provide food. When emergency groceries are necessary (e.g. the family has no food in the home and cannot access the food bank or CSO until the following working day) preference is that food items be as healthful as possible. Food items should be items that create meals for families—not snacks and drinks. The food should be sufficient to ensure that the family can create nutritious meals until the next opportunity to access other food options..
Housing	Documentation must show that the family will be able to maintain the residence well beyond CA involvement. CA will not pay for security deposits.
Safety Items	Baby gates, smoke alarms, fire extinguishers, lock box for medication, etc
Utilities	Electricity, gas, water, garbage, and a land line phone.
<b>Prohibited Concrete Fund Expenditures</b>	
<b>Families who need these items should be directed to community resources for assistance</b>	
Camps	Other funding sources exist for non-overnight camps.
Cell Phones	Land line phones may be purchased for the family (basic connection) and any deposit for the phone must be paid by the family. Families should access cell phones through the Assurance Plan by applying through the CSO.
Legal	Costs for divorce, third party custody, traffic tickets, criminal fines, license reinstatement, court ordered services, etc.
Luxury Items	Cable, satellite service, internet access, movies, toys, bikes, game consoles and related console games, dishwasher, memberships, event tickets, passes for activity centers, and entertainment parks or amusement parks. Families need to be able to sustain the activity once CA is not involved. Investing in passes that the family will not be able to afford on their own is not setting the family up for long term independent success.
Pets	No food, leashes, crates, vet bills, or purchase of animals.