

# San Francisco Family Economic Success Coordinating Council

## Family Economic Success Site Certification Program

### Fact Sheet

#### **1. What is the Family Economic Success (FES) Site Certification Program?**

- The San Francisco Family Economic Success Coordinating Council has developed the San Francisco FES Site Certification Program to achieve the following goals: 1) ensuring more thorough coordination of FES resources for San Francisco families, 2) institutionalizing FES knowledge and practice, and 3) strengthening the capacity of providers to provide quality FES services.
- By successfully completing this program, sites of community-based organizations will be certified, which will create nexus points for quality FES provision throughout the city for San Francisco families.

#### **2. What kinds of sites should participate?**

- Programs that work with families on economic issues, such as, but not limited to, Family Resource Centers, Family Support Programs, Community Centers, One-Stop Career Link Centers, and Community Economic Development Agencies.

#### **3. What are the benefits for the sites?**

- Enhanced FES knowledge to support families
- Access to updates on benefits/program changes
- Window signage and ability to identify publically as a FES Certified Site
- Recognition as a FES Certified Site on the San Francisco Family Support Network (SFFSN) website
- Opportunities to connect with other FES Certified Sites for mutual support, peer learning, and information/resource sharing

#### **4. How does the FES Site Certification Program work?**

- Staff from the site will successfully complete a series of 7 workshops, 5 FES topic workshops, one on Enhanced Information and Referral and the certification training on the San Francisco Standards for Promoting Family Economic Success.
- Sites are encouraged to have at least 2 staff members participate in each workshop, if possible.
- A quiz will be administered at the end of each of workshop. Participants must pass the quiz with a score of 70% or more in order to be considered competent on the topic.
- Each site should maintain a binder of the FES materials presented that can be accessed by various staff members, and will remain at the site in the event of staff turnover.
- The site will register itself and each computer used for benefits screening and application with Benefits CalWin.
- There is no deadline for completing the FES Site Certification Program.
- Site certification is valid for 1 year from the date of completion.

**5. Do the training workshops cover benefits access issues for immigrants?**

- Yes. Each workshop will include information about benefits in relation to immigration status.

**6. When and where will the workshops be offered?**

- Most workshops are offered once per fiscal year (July-June), on the third Thursday of the month. Please see the training schedule on p. 5. Workshops will be conducted at a central San Francisco location easily accessible by public transit.

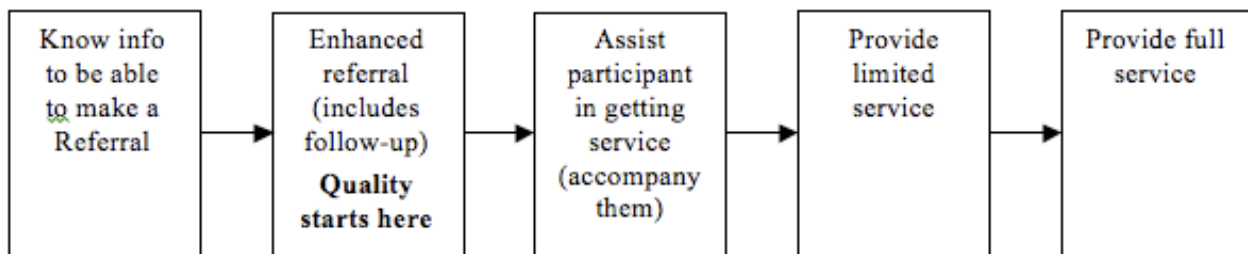
**7. What are the responsibilities for a site once it becomes a Certified FES Site?**

- Ensure that staff members demonstrate competency on each of the FES training topics, and on Enhanced Information and Referral, on an ongoing basis
- Serve as a hub of FES resources for San Francisco families, by providing a minimum of enhanced information and referral on each of the FES benefits
- Utilize Benefits CalWin to assist families in accessing benefits
- Share relevant information, resources, and expertise with other FES Certified Sites
- Participate in check-in meetings with other FES sites
- Participate in the San Francisco Family Economic Day in May

**8. Does a site need to provide full service provision for each of the benefits?**

- No. The minimum expectation is that a site provides enhanced referral on each FES benefit.

**9. What is the Continuum of Family Economic Success Provision?**



**10. What if staff members have already taken the FES workshops in the past, or are familiar with a particular benefit already?**

- The workshops have multiple topics bundled together, and they are a good opportunity for participants to receive updated information. Staff members who have been previously trained on a FES benefit, therefore, should still participate in each workshop.

**11. Can individual staff member be certified?**

- No. The goal is to have certified sites.

**12. What does it cost?**

- The nominal fee for each workshop is \$15-\$25.

**13. How can my site get started?**

- Submit a completed FES Site Certification Agreement to the SFFSN in order to register for the program. The SFFSN will help you track your progress toward completing the program.

**14. What if my site does not want to become a FES Certified Site?**

- Staff members are welcome to participate in the FES workshops, even if your site is not pursuing certification. In the future, a list of the FES Certified Sites will be developed and distributed so that sites that are not certified will know where to make referrals.

**15. Whom can I contact if I have questions?**

- Please contact **Marian Yee**, Membership and Administration Coordinator, at (415) 554-8433 or marian@sffsn.org.

*The San Francisco Family Economic Success Coordinating Council is a unique collaboration of public agencies, private funders, and city-wide nonprofits that are committed to improving the economic well-being of low-income families in San Francisco. Current membership includes:*

- *First 5 San Francisco*
- *San Francisco Human Services Agency*
- *San Francisco Mayor's Office of Housing — Community Investment*
- *Mission Asset Fund*
- *Mission Economic Development Agency*
- *San Francisco Office of Financial Empowerment*
- *San Francisco Family Support Network*
- *TaxAid*
- *United Way of the Bay Area.*

(Please see the back page for the schedule for upcoming workshops.)

Family Economic Success Workshop Series Schedule (March 2013 – June 2014)

March 21, 2013, 8:45 am – 3 pm

**San Francisco Standards for Promoting Family Economic Success Certification Training & Enhanced Information and Referral**

May 17, 2013, 9 am – 1 pm **Family Economic Success Day**

June 20, 2013, 8:45 am - 12:00 pm

**Helping Families to Access Public Health Benefits**

Topics: San Francisco Health Plan, Healthy Kids, Healthy San Francisco, Medi-Cal, and low cost dental and vision services

July 18, 2013, 8:45 am - 12:00 pm

**Helping Families to Access Money Saving Resources**

Topics: discounted public utilities, automobile insurance, internet access, and public transit pass

January 16, 2014, 8:45 am - 2:00 pm

**Helping Parents and Children to Access Resources**

Topics: WIC, childcare subsidy, free and reduced school lunch, Kindergarten 2 College, Working Families Credit, and free tax preparation

February 20, 2014, 8:45 am - 2:00 pm

**Helping Families to Access Basic Needs Resources**

Topics: Benefits CalWin, CalFresh, CalWORKs, food pantry, SSI/SSDI, and rental assistance

March 20, 2014, 8:45 am - 2:00 pm

**Helping Families to Build Assets and Financial Stability**

Topics: employment and training, credit building and repair, lending circle, payday loan alternatives, and homeownership

April 17, 2014, 8:45 am – 3 pm

**San Francisco Standards for Promoting Family Economic Success Certification Training & Enhanced Information and Referral**

May 15, 2014, **Family Economic Success Day**

June 19, 2014, 8:45 am - 12:00 pm

**Helping Families to Access Public Health Benefits**