

DEPARTMENT OF SOCIAL SERVICES

CHILDRENS DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

October 8, 2003

MEMORANDUM

TO: AREA EXECUTIVE STAFF, COUNTY DIRECTORS, AND
CHILDREN'S DIVISION STAFF

FROM: FREDERIC M. SIMMENS, DIRECTOR

SUBJECT: CS-350: ADOPTION SUBSIDY AND SUBSIDIZED
GUARDIANSHIP BROCHURE

DISCUSSION:

The purpose of this memorandum is to inform staff of the updated Adoption Subsidy and Subsidized Guardianship brochure, form number CS-350. This brochure formerly provided information only for the Adoption Subsidy Program. The subsidy information in this new version has been updated to reflect changes in policy made in August 2002, as well as to provide information about the Subsidized Guardianship Program.

NECESSARY ACTION:

1. Share this information with all staff.
2. Destroy all copies of CS-350 dated 8/99.
3. Order copies of the updated CS-350, dated 7/03 from the warehouse.
4. Questions regarding this brochure should be sent to Central Office through normal supervisory channels.

FMS/JN:JS

Attachment