



Date

Dear HFC Management Team;

The HFC Licensing Team is requesting the HFC Management Team to assist them with a very special ***Foster Parent Partnership Project***.

In an effort to demonstrate our deep commitment and desire to strengthen our partnerships with our local foster parent network, we would like to have 100% of our currently licensed foster homes to be visited by a member of the HFC management team. These visits will be done over the next two and a half months with a goal date of **Insert Date** for the visits to be completed.

We are asking that you contact the foster home(s) that you have been matched with to schedule an appointment to visit the home(s). Contact information can be found in the envelope provided.

The purpose of the visits is to introduce yourself as a member of the HFC Management Team and to have dialogue with the foster parent(s) to understand why they have chosen to foster, how can we recruit others to foster, and are there any opportunities they see that we can be working on to improve the support and services we are offering to them as foster parents. We want them to know that we are committed every day to make the system better and stronger so that they can be successful in their role as healing agent for our local children. Please thank them for their commitment and reassure them that we are here to help them and guide them.

After you have had your visit to the home we are asking each HFC management Team member to fill out the attached home visit sheets. These forms are to be returned to **insert name** who will be tracking the progress on reaching our goal.

A few weeks ago **insert name** and I had the honor of visiting a foster home together and before we left the foster parents said, "we couldn't believe that the Executive staff were open and willing to come out to our home." They were very appreciative of the visit and problems were solved in a partnership manner from our home visit. These visits will have a great return on investment for HFC. They will send a strong message that we are committed and are humans who care and who are working hard with their best interest in mind when decisions are being made daily here at HFC.

I hope each of you will embrace this opportunity to get to know our foster parents better.

I will be very interested to have our management team process this experience together towards the end of May.

Sincerely,

**Insert Name,**

Chief Executive Officer