

# Support Group Affiliate / IFAPA Responsibilities



## IFAPA's Responsibilities to the Affiliate Organization Include the Following:

1. An IFAPA representative will attend an affiliate meeting at least once each year.
2. IFAPA will inform the contact person of any pertinent news regarding foster care and adoptive issues.
3. IFAPA will inform newly licensed foster and adoptive parents about the existence of affiliate support groups.
4. IFAPA will offer a variety of possible training opportunities for the affiliate. To view the full list of training opportunities for support groups, visit the following link: [www.ifapa.org/support/support\\_group\\_leaders.asp](http://www.ifapa.org/support/support_group_leaders.asp)
5. IFAPA will publicize your support group information and upcoming trainings on the website and newsletters (when space & time allow). **PLEASE NOTE NEW REQUIREMENT – To have your future support group trainings posted on the IFAPA website, you must complete the following online form on IFAPA's website:** [www.ifapa.org/training/submit\\_upcoming\\_training.asp](http://www.ifapa.org/training/submit_upcoming_training.asp).
6. IFAPA will offer a support group listserv designed exclusively for support group leaders across the state to connect and exchange information.

## Affiliated Parents Groups' Responsibilities to IFAPA Include the Following:

1. Adopt the Mission Statement of IFAPA as a guide to activities.  
*IFAPA's Mission Statement: The Iowa Foster and Adoptive Parents Association empowers, supports and advocates for foster, adoptive and kinship families across Iowa. IFAPA provides peer support, training and resources to promote safety, permanency and well-being for Iowa's children.*
2. Must hold at least four face-to-face meetings per year.
3. Identify a member designated as the contact person to IFAPA. The contact person is responsible for reporting upcoming support group trainings, events and issues to IFAPA. IFAPA can post this information on its website.
4. Encourage membership with IFAPA and support the Association's goals and positions.
5. Encourage members to participate by attending IFAPA-sponsored meetings, conferences and/or contacting policy makers regarding issues of concern.
6. E-mail copies of any group newsletters to IFAPA. Newsletters shall support the Association's goals/mission.
7. A support group accepting an IFAPA grant may be asked to provide the Association with an annual accounting report for the grant funds.
8. Obtain prior approval from IFAPA's Executive Director before using IFAPA's name in conjunction with affiliate group publications or activities.
9. Practice ethical confidentiality standards.

*NOTE: IFAPA may revoke the affiliate status of a group if the Association determines for any reason, at its discretion, the need for revocation exists.*

## IFAPA Staff Are Here to Help You Make Your Support Group a Success! HERE'S HOW WE CAN HELP YOU:

- To book an IFAPA training for your support group, contact Jessica Culp (800-277-8145 ext. 2 / [jculp@ifapa.org](mailto:jculp@ifapa.org)). To view a list of support group training opportunities, visit the **SUPPORT GROUP LEADERS** page on the IFAPA website.
- To list/update your support group and/or promote upcoming trainings on the IFAPA website, complete the following online form: [www.ifapa.org/training/submit\\_upcoming\\_training.asp](http://www.ifapa.org/training/submit_upcoming_training.asp). Questions? Contact Crystal Thomason (800-277-8145 ext. 5 / [cthomason@ifapa.org](mailto:cthomason@ifapa.org)).
- For questions about funding for IFAPA-affiliate support groups, contact Phyllis Pierce (800-277-8145 ext. 4 / [ppierce@ifapa.org](mailto:ppierce@ifapa.org)).
- Nancy Magnall, one of IFAPA's Resource Information Specialists, has over 14 years of experience facilitating her own local support group. If you have additional questions about operating a support group, contact Nancy at 877-467-4100 or [magnall\\_ifapa@msn.com](mailto:magnall_ifapa@msn.com). She can also help you become a part of the support group list-serv.

**Be sure to visit our **SUPPORT GROUP LEADERS** webpage to find everything you need for your support group:**  
[www.ifapa.org/support/support\\_group\\_leaders.asp](http://www.ifapa.org/support/support_group_leaders.asp)