



To: Foster Care Friendly Workplaces  
Fr: FosterMore  
Re: Responsibilities of Foster Care Friendly Workplace Certification

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## **BACKGROUND**

Many cities and towns across the country face the crisis of not having enough foster families to support the number of children in the foster system. A major deterrent for prospective foster parents is the inflexibility of their workplace to accommodate the needs of foster families.

Working with corporations and prospective foster parents, FosterMore has developed the **“Foster Care Friendly Workplace Certification,” a set of sensible policies to support workers who seek to open their home to a child in need.**

## **MEMORANDUM OF UNDERSTANDING**

The following document is a memorandum of understanding between the organizations earning the Foster Friendly Certification and FosterMore, describing the responsibilities and requirements to earn this certification.

Execution of this document by both parties will constitute a formal partnership agreement, which entitles each party to recognize the other on their marketing and public communications.

We are extremely grateful to the corporations and organizations who are taking this great step forward to make their workplace more supportive and encouraging to foster parents.

## **RESPONSIBILITIES OF FOSTER FRIENDLY WORKPLACES**

In order to become a certified “Foster Care Friendly Workplace,” organizations must agree to adopt the following set of policies within six months of signing this agreement:

- The Company will provide 100% of full-time employees’ base pay for up to three calendar weeks of the child bonding leave for children born or placed in the home during employment.
- Eligible employees may take child bonding leave for each occurrence of a child entering their family (excluding multiples, such as twins or triplets). This time may be taken in addition to any medical and family care leave for which the employee is eligible.
- Employees should make their best effort to notify managers of intent to take child bonding leave 30 days before the start of the leave, or as soon as practicable. The employer recognizes that foster children are often placed with very little notice.

- Eligible employees may take up to 12 weeks of time off from work during the first 12 months from the arrival of the employee’s foster child. Employees may take this leave all at once, or intermittently in increments of one week or greater. By law, employees in California may take leave in smaller increments twice during their total leave period.
- Immediate access for foster children to on-property child care centers (where applicable). Expecting foster parents should make their best effort to provide as much notice as possible to employers.

**Optional policies and practices to support foster youth that FosterMore partner organizations may be able to assist in executing:**

- On property training sessions for employees who are interested in becoming certified foster parents.
- Sponsored “lunch and learn” events for employees to learn about family planning through foster care.
- Track for recruiting older foster children as part of employee recruitment program.
- Track for recruiting older foster children for apprenticeship programs in the various trades the corporation employs (well-paid jobs) for those who are not interested in traditional college track (where applicable).
- Internship opportunities for older foster youth or those aging out of the foster system.
- Employee mentoring opportunities for foster youth.
- Career development speaker series to share the kinds of skills (including soft skills) that businesses seeks in potential employees.

**We are asking all interested parties to please submit either (1) one signed electronic copy of this agreement to [info@fostermore.org](mailto:info@fostermore.org) or (2) two signed hard copies of this agreement to FosterMore C/O Children’s Action Network, 11849 Olympic Blvd. Suite 101 Los Angeles, CA 90064. A fully executed agreement will be returned.**

IN WITNESS WHEREOF, \_\_\_\_\_ (Foster Care Friendly Workplace) and FosterMore each has caused this memorandum of understanding to be signed by its duly authorized representative.

Date: \_\_\_\_\_

Organization:  
Authorized Signatory:

Date: \_\_\_\_\_

\_\_\_\_\_  
Organization: FosterMore  
Authorized Signatory: Jennifer Perry