

Transition Age Youth Resource: Transition Planning and Personal Documents

A transition plan is intended to help you plan and take steps to successfully live on your own. Your transition plan shows where you plan to live, receive additional support, work and/or go to school after you leave care and help keep family connections. There are two transition planning processes and documents designed to help you design and achieve your goals: a Transitional Living Independent Plan (TILP) that you'll begin developing (with your social worker and other supportive adults in your early teens) and your 90-day transition plan that you'll create 90 days prior to exiting foster care. Your personal documents (like your Social Security card, birth certificate, Foster Care letter) are legal identification documents or other documents that may be necessary or useful when completing things like employment or college applications, filing your taxes, or accessing benefits.

Transitional Independent Living Plan (TILP)

Your transition plan is called your Transitional Independent Living Plan or TILP. You create your first plan with your social worker when you are 14 to 15 years old, and you and your social worker update it every six months. The development of your transition plan should be conversations rather than a checklist of items to accomplish. Your Child and Family Team (CFT) may be part of the development process and CFT members and others can assist you in meeting your goals. Transition planning should be viewed as a process that considers your long-term plans and breaks them down into smaller, short-term goals. The goals should be specific and measurable. Goals can include skills building or other achievements like:

- developing a lifelong connection to a supportive adult;
- graduating from high school;
- obtaining a part-time job;

- invest savings from part-time job;
- developing community connections, or
- obtaining a scholarship to attend college.

90-Day Transition Plan

Federal and state law require transition planning for each youth exiting foster care. Ninety days prior to your 18th birthday (or when you exit care after 18 if you are participating in Extended Foster Care), you, your caseworker, and other representatives of your choosing must develop your personalized plan. Specific elements—such as housing, education, employment, mentoring, and continued support services—must be included.

Your 90-Day transition plan **MUST** include:

- Education options;
- Job supports and employment services;
- Opportunities for mentoring and continuing support services;
- Housing options; and
- Health insurance.

Your social worker must also provide you with a list of rights and access to essential documents, such as your credit report and personal documents.

Personal Documents

Personal documents are often critical to obtaining necessary services and accessing opportunities in adulthood—from purchasing a car to receiving medical attention to applying for employment. Federal and state law requires the county to ensure that you have the following documents prior to exiting care:

- Your Social Security card
- Certified copy of your birth certificate Your Driver's license or State-issued identification card
- Your Medi-Cal Benefits Identification Card
- A letter prepared by the county welfare department that includes the following information:
 - Your name and date of birth
 - The dates during which you were within the jurisdiction of the juvenile court
 - A statement that you were a foster youth in compliance with state and federal financial aid documentation requirements
- If applicable, the death certificate of your parent or parents
- If applicable, proof of your citizenship or legal residence

- An advance health care directive form
- Form that you would use to file to re-enter foster care (participate in Extended Foster Care)
- Written information notifying you that you may be eligible to receive CalFresh benefits, and where you can apply for CalFresh benefits

Other documents you may need (and can be part of your transition plan goals to obtain) include:

- Your credit report;
- Your educational records.

Review [OYC_VitalRecords-2.pdf](#) for a helpful list of documents you may need to apply for a job.

How to Ask for Help Meeting Your TILP or 90-Day Transition Goals or Accessing Your Personal Documents

- If you are developing your goals or working to achieve your goals, ask your social worker, probation officer, or other supportive adults (members of your CFT, your attorney, mentors, CASA, teachers, coaches, school counselors, etc.) what they can do assist you in achieving your goals:
 - Assistance obtaining employment
 - Searching for internships or employment opportunities
 - Completing applications and writing resumes and cover letters
 - Interviewing tips and practice
 - Assistance applying for, or preparing to apply for, admission to college or to a vocational training program or other educational institution and in obtaining financial aid, where applicable
 - Identifying education/vocational training opportunities
 - Is there a specific program, major, or occupation you are interested in studying?
 - Do you prefer to live in or near your current community?
 - Do you prefer to live on campus or commute to campus?
 - Do you plan to work while in school or training?
 - Do you need a flexible class schedule?
 - Do you prefer to attend a large or small school or training?
 - How do your financial aid options (e.g., federal grants and loans, scholarships) compare to the cost of tuition at the different schools or trainings?

- Completing applications, including financial aid applications
- Identifying support programs on campuses like foster youth liaisons at California Community College campuses or Guardian Scholars programs at California State University or University of California campuses
- Assistance participating in Independent Living Program (ILP) or other skill building programs
 - Identifying skill building opportunities
 - Financial literacy
 - Assistance developing a budget
 - Wellness or well-being activities
- Assistance obtaining a driver's license or State-issued identification card
 - Completing drivers training
 - Completing applications
- Assistance obtaining housing
 - Identifying available options
 - Securing referrals, assistance, or other services in securing housing
 - Completing rental or other housing applications
- Assistance maintaining relationships with individuals who are important to you including your siblings or other family members
 - Identifying whereabouts of any siblings under the jurisdiction of the juvenile court, unless the court determines that sibling contact would jeopardize the safety or welfare of either you or your sibling
 - Re-establishing or building existing relationships with family members, including parents, grandparents, aunts, uncles, etc.