



# Adopt-a-Caseworker

## Frequently Asked Questions (p.2)

### **9. What is the timeframe between a Caseworker request and when it needs to be fulfilled?**

The Caseworker will let you know if a request is time sensitive. If you do not have enough time to fulfill the request, it's okay to tell the Caseworker no and that you need more notice.

### **10. What if the Caseworker makes a request we aren't able to fulfill?**

That's okay. Realistically, you probably won't be able to fulfill every request the Caseworker makes. Don't feel bad about saying no sometimes. They don't expect a yes every time.

### **11. What if we don't receive any requests from our Caseworker in a month?**

Please let me know. We want to make sure your group is able to participate in the program at the level you had intended. The Caseworker should at least be making contact with you 1-2x/month, even if he/she doesn't have a request for the month.

### **12. What if we receive too many requests from our Caseworker?**

Please let the Caseworker know. They can prioritize needs and make fewer requests to your group if you are feeling overwhelmed.

### **13. We've decided to Adopt-a-Caseworker. What now?**

Thank you! You are about to become part of a groundbreaking program in Missouri! First, you will need to identify a Primary & Secondary Representative for your group and let the Ambassadors for Children Director know who those people are.

### **14. What do the Primary & Secondary Representatives do?**

They meet with the Ambassadors for Children Director to briefly discuss the program guidelines. The Primary Representative is who the Caseworker will contact to make a request and is responsible for informing Ambassadors for Children of items your group donates each month. The Secondary Representative fills in for the Primary when he/she is not available.

### **15. When can the Primary & Secondary Representative for my group be trained?**

Any time that is convenient for them. The Ambassadors for Children Director's schedule is very flexible. It is usually a short meeting that lasts 30-45 minutes. The Primary Representative will be asked to sign a Partner Commitment form and will complete a Partner Intake Form that includes contact information for the Primary & Secondary Representative.

### **16. Are Donations Tax Deductible?**

Yes. We will provide you with a donation receipt each month after we verify your donation was received by your "adopted" Caseworker.



Sondra Uzzell, MSW, LCSW  
Agency Director  
417-862-3586  
[suzzell@ccoarks.org](mailto:suzzell@ccoarks.org)