

**Teen Pregnancy Targeted Case Management (TPTCM)  
Program Details  
Application Guidance**

**General Information:**

- The KDHE TPTCM Manual must be used in the development of the TPTCM grantee's policy manual.
- The local grantee must use evidence-based practices in their work with pregnant and parenting teens.
- The local grantee will develop a program evaluation process that uses information from the Client Satisfaction Survey and community data to measure program impact.
- The local grantee must engage in public awareness activities and develop a referral network.
- The local grantee will create and maintain a functioning advisory group which includes a teen representative.
- At least one person from your agency is required to attend annual meeting and/or technical assistance sessions provided by KDHE staff.
- The TPTCM Program Manager from your agency will participate in any scheduled site visits provided by KDHE.

**Attachments which are required to be submitted with application:**

- A.1 - Attach proof of Non-Profit Status (501(c)(3))
  - o Name the attachment [Applicant Agency Name] Non-Profit Status
- A.1 - Attach an Organizational Chart
  - o Name the attachment [Applicant Agency Name] Organizational Chart
- A.2 - Attach a Client Satisfaction Survey (examples of this can be found in the TPTCM Manual)
  - o Name the attachment [Applicant Agency Name] Client Satisfaction Survey
- D.2 - Attach a Client Goal Planning Tool related to the eight life domains
  - o Name the attachment [Applicant Agency Name] Client Goal Planning Tool

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