

**APPENDIX G-1
CHILD CARE SECTION
2010 APU**

County: Otsego

I. Administration

Describe how your district is organized to administer the child care program including any functions that are subcontracted to an outside agency.

1. Identify the unit that has primary responsibility for the administration of child care for:

Public Assistance Families: **Income Maintenance/Employment Unit**

Transitioning Families: **Income Maintenance/Employment Unit**

Income Eligible Families: **Income Maintenance/Employment Unit**

Title XX: **Services**

Indicate the use of New York State Child Care Block Grant (NYSCCBG) Funds.

Estimate of Rollover Funds for FFY 08-09	\$ 77,022
Estimate of Flexible Funds for Families (FFFS) for child care subsidies	\$ 0
NYSCCBG Allocation for SFY 09-10	\$905,954
Estimate of Local Share	\$ 0

Total Estimated NYSCCBG Amount:

\$982,976

	\$982,976
A. Subsidy	\$806,040
B. Other program costs (excluding subsidy)	\$ 0
C. Administrative costs	\$176,936

3. Does your district have a contract or formal agreement with another organization to perform any of the following functions?

<u>Function:</u>	<u>Organization:</u>	<u>Amount of Contract:</u>
<input type="checkbox"/> Eligibility screening		
<input type="checkbox"/> Assistance in locating care		
<input type="checkbox"/> Child Care Information Systems		
<input type="checkbox"/> Determining if legally-exempt providers meet State approved additional local standards (if applicable)		
<input checked="" type="checkbox"/> Other	Catholic Charities of Delaware & Otsego Counties	\$74,800

APPENDIX G-2

II. Other Eligible Families if Funds are Available (Required Section)

Listed below are optional categories of eligible families that your district can include as part of its CFSP. Select any categories your district wants to serve and describe any limitations associated with the category.

Optional Categories	Option	Limitations
1 Public Assistance (PA) families participating in an approved activity in addition to their required work activity.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
2. PA families or families with income up to 200% of the State Income Standard when the caretaker is:		
a) participating in an approved substance abuse treatment program	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b) homeless	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
c) a victim of domestic violence	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
d) in an emergency situation of short duration	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
3. Families with an open child protective services case when child care is needed to protect the child.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
4. Families with income up to 200% of the State Income Standard when child care services are needed because the child's caretaker:		
a) is physically or mentally incapacitated	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Current medical documentation of the incapacity is required and the childcare is limited to a period of up to 12 weeks. Must be a single parent household or a 2 parent household where the 2nd parent is employed, in an approved education or training program, or an approved work activity.
b) has family duties away from home	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

<p>5. Families with income up to 200% of the State Income Standard when child care services are needed for the child's caretaker to actively seek employment for a period up to 6 months.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Supervised job search will be completed. 5 in person contacts per week, provided to agency bi-weekly, by mail. How care is provided, daily, twice per week, etc, will be on an individual basis based on transportation and provider availability. Job Skills/readiness training class will be made available by the agency also. Up to 16 hrs. per week of subsidy will be permitted with any above combination of activities</p>
<p>6. PA families where a sanctioned parent is participating in unsubsidized employment, earning wages at a level equal to or greater than the minimum amount under law.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Until the employed sanctioned parent is either in compliance or the sanction has ended. If a 2 parent household, the other parent is not available to provide care due to his/her own employment, participation in a required work activity or due to a documented medical or physical impairment. If due to documented medical or physical impairment, time period for care is limited to 12 weeks.</p>
<p>7. Families with income up to 200% of the State Income Standard when child care services are needed for the child's caretaker to participate in:</p>		
<p>a) a public or private educational facility providing a standard high school curriculum offered by or approved by the local school district</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Limited to families that need child care services to complete high school. Agreement will be signed to maintain at least a "C" average and 90% attendance. Individual must provide school/class schedule and grades upon request and at recertification.</p>
<p>b) an education program that prepares an individual to obtain a NYS High School equivalency diploma</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>GED class up to 10 hrs. per week. Individual must provide proof of attendance signed by the educational facility on a bi-weekly basis.</p>

<p>c) a program providing basic remedial education in the areas of reading, writing, mathematics, and oral communications for individuals functioning below the ninth month of the eighth grade level</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Remedial class up to 10 hrs. per week. Individual must provide proof of attendance signed by the educational facility on a bi-weekly basis.</p>
<p>d) a program providing literacy training designed to help individuals improve their ability to read and write;</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>e) English as a second language (ESL) instructional program designed to develop skills in listening, speaking, reading and writing the English language for individuals whose primary language is other than English</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>ESL class up to 10 hrs. per week. Individual must provide proof of attendance signed by the educational facility on a bi-weekly basis.</p>
<p>f) a two year full-time degree granting program at a community college, a two year college, or an undergraduate college with a specific vocational goal leading to an associate degree or certificate of completion</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Individual and vocational program must meet the training requirements as stipulated in the section 3.6 of the OCDSS Employment Plan and 18 NYCRR part 415. Agreement will be signed to maintain at least a “C” average and 90% attendance. Individual must provide school/class schedule and grades upon request and at recertification. Vocational programs may not exceed 2 years of full time study</p>
<p>g) a training program, which has a specific occupational goal and is conducted by an institution licensed or approved by the State Education Department other than a college or university</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Individual and vocational program must meet the training requirements as stipulated in the section 3.6 of the OCDSS Employment Plan and 18 NYCRR part 415. Agreement will be signed to maintain at least a “C” average and 90% attendance. Individual must provide school/class schedule and grades upon request and at recertification. Vocational programs may not exceed 2 years of full time study.</p>
<p>h) a prevocational skill training program such as, a basic education and literacy training program</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

<p>i) a demonstration project designed for vocational training or other project approved by the Department of Labor.</p> <p>The parent/caretaker must complete the selected programs listed under number seven within 30 consecutive calendar months. The parent/caretaker cannot enroll in more than one program.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>8. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a two-year program other than one with a specific vocational sequence (leading to an associates degree or certificate of completion and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>9. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a two-year college or university program (other than one with a specific vocational sequence) leading to an associates degree or a certificate of completion that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

<p>10. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a four-year college or university program (leading to a bachelor degree and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>11. Families with income up to 200% of the State Income Standard when child care services are needed for the child's caretaker to participate in a program to train workers in a employment field that currently is or is likely to be in demand in the near future, if the caretaker documents that he or she is a dislocated worker and is currently registered in such a program, provided that child care services are only used for the portion of the day the caretaker is able to document is directly related to the caretaker engaging in such a program.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Individual and the dislocated worker training program must meet the training requirements as stipulated in the section 3.6 of the OCDSS Employment Plan and 18 NYCRR part 415. Agreement will be signed to maintain at least a "C" average and 90% attendance. Individual must provide school/class schedule and grades upon request and at recertification. Vocational programs may not exceed 2 years of full time study.</p>

APPENDIX G-3

III. Reasonable Distance, Very Low Income, Family Share, Case Closings and Openings, and Fraud and Abuse Control Activities (Required Section)

Reasonable Distance

Your district is required to define reasonable distance based on community standards for determining accessible child care.

The following defines "reasonable distance": **Applicants/recipients are expected to travel up to 45 miles one way to an employment related activity or employment. Included in this 45 mile calculation shall be any mileage necessary for the custodial caretaker relative with children to transport the child(ren) to a childcare provider of the caretaker relative's choice.**

Describe any steps/consultations made to arrive at your definition: **Otsego County is centrally located between three major cities. To access a larger provider pool the client may need to travel out of their local communities to attend work activities.**

Very Low Income

Very Low Income is defined by each district and is used in determining priorities for child care benefits.

Very Low Income is defined as **100 %** of the State Income Standard.

Family Share

Family share is the weekly amount paid towards the costs of the child care services by the child's parent or caretaker. In establishing family share, your district must select a percentage from 10% to 35% to use in calculating the family share. The family share of child care is calculated by applying the family share percentage against the amount of the family's annual gross income that is in excess of the State Income Standard divided by 52.

Family Share Percentage selected by our district: **10 %**.

Note: Make sure the % selected here matches the % selected in Appendix F.

Case Closings (select one or two)

1. The district must describe below how priority is given to federally mandated priorities and describe local priorities. If all NYSCCBG funds are committed, the district will discontinue funding to those families that have lower priorities in order to serve families

with higher priorities. Described below is how the district will select cases to be closed in the event that there are insufficient or no funds available.

2. The district has not established priorities beyond the federally-mandated priorities. If all NYSCCBG funds are committed, case closings for families which are not eligible under a child care guarantee and are not a federally-mandated priority must be based on the length of time in receipt of services. The length of time used to close cases may be based either on the shortest or longest time receiving child care services but must be consistent for all families. The district has chosen to close cases based on:

- shortest time receiving child care services
- longest time receiving child care services

Case Openings

The district must describe below how priority is given to federally mandated priorities and how the district will select cases to be opened in the event that there are insufficient funds available.

Based on the following priorities:

- 1. Families who are “eligible when funds are available” whose gross income is at or below the 100% of the State Income Standard (SIS) and who need child care due to the employment of the child’s caregiver.**
- 2. Families with children that have special needs.**
- 3. Families who are “eligible when funds are available” whose gross income is greater than the 100% of the SIS and who need child care due to the employment of the child’s caregiver.**
- 4. Families identified as optional families on Appendix G-2 who need care due to the employment of the child’s caregiver.**

Fraud and Abuse Control Activities

The district must identify below the criteria it will use to determine which child care subsidy applications suggest a higher than acceptable risk for fraudulent or erroneous child care subsidy payment and procedures for referring such applications to the district’s front end detection system.

- A. Questionable household composition when case information is inconsistent with agency information.**
- B. Spouse income/schedule unknown-applicant doesn’t have or is unwilling to give information on spouse’s income/schedule or information is questionable.**
- C. Application inconsistent with prior case, without adequate explanation.**

The district must describe below its sampling methodology used to determine which cases it will seek verification of an applicant or recipient’s continued need for child care including, as applicable, verification of participation in employment, education or other

required activities.

Otsego County recertifies 100% of their subsidy cases twice a year at which time we require the applicant/recipient to provide documentation which verifies their continued need for child care services.

The district must describe below its sampling methodology used to determine which child care providers of subsidized child care services they will review for the purpose of comparing the child care providers attendance forms for children receiving subsidized child care services and any child and adult care food program inspection forms to verify that child care was actually provided on the days listed on the attendance forms.

Otsego County has 32 CACFP participating providers of which 20 provide care for subsidy cases. Otsego County will review 100% of the 20, when documentation is received by the CCRR agency

APPENDIX G-4

IV. District Options (Required Section)

Districts have certain flexibility to administer the child care subsidy program to meet local needs. Check which options that your district wishes to include in its county plan. Complete attachments for any area(s) checked.

1. Our district has identified local priorities in addition to the federal priorities (complete Appendix G-5).
2. Our district has chosen to establish funding set-asides for NYSCCBG (complete Appendix G-6).
3. Our district is using Title XX funds for the provision of child care services (complete Appendix G-7).
4. Our district has chosen to establish additional local standards for child care providers (complete Appendix G-8).
5. Our district has chosen to make payments to child care providers for absences (complete Appendix G-9).
6. Our district has chosen to make payments to child care providers for program closures (complete Appendix G-10).
7. Our district has chosen to pay for transportation to and from a child care provider (complete Appendix G-11).
8. Our district has chosen to pay up to a 15% higher than the applicable market rates for regulated child care services that have been accredited by a nationally recognized child care organization (complete Appendix G-11).
9. Our district has chosen to pay up to 15% higher than the applicable market rates for non-traditional hours (complete Appendix G-11).
10. Our district has chosen to pay up to 75% of the enhanced market rate for legally-exempt family and in-home child care providers who have completed 10 hours of training and the training has been verified by the legally-exempt care giver enrollment agency (complete Appendix G-11).
11. Our district has chosen to pay for child care services while a caretaker who works the second or third shift sleeps (complete Appendix G-11).

APPENDIX G-4 (continued)

12. Our district has chosen to make payments to child care providers who provide child care services, which exceed 24 consecutive hours (complete Appendix G-12).
13. Our district has chosen to include 18, 19 or 20 year olds in the Child Care Services Unit (complete Appendix G-12).
14. Our district is seeking a waiver from one or more regulatory provisions. Such waivers are limited to those regulatory standards that are not specifically included in law (complete Appendix G- 12).
15. Our district has chosen to pay for breaks in activity for low income families (non public assistance families, complete Appendix G-12).
16. Our district has chosen to use local equivalent forms such as, but not limited to, child care application, client notification and/or legally exempt enrollment forms (attach copies of the local equivalent forms your district uses).

**APPENDIX G-5
PRIORITY POPULATIONS-ADDITIONAL LOCAL PRIORITIES**

The federal priorities of very low income families and families with children who have special needs must be ranked either one or two. Additional local priorities that have been selected must have a lower rank than the federal priorities:

Category: Rank: (select rank one or two)

Description:

Category: Rank: (select rank one or two)

Description:

Category: Rank:

Description:

Category: Rank:

Description:

Category: Rank:

Description:

**APPENDIX G-6
FUNDING SET-ASIDES**

Total NYSCCBG Block Grant Amount Including Local Funds	
Category:	\$
Total set asides	\$

Describe for each category the rationale behind specific set-aside amounts out of the NYSCCBG (e.g. estimated number of children, etc.).

Category:

Category:

Category:

Category:

Category:

APPENDIX G-6 (continued)

The following amounts are set aside for specific priorities out of the Title XX block grant:

Category:	\$
Category:	\$
Category:	\$
Total set asides (Title XX)	\$

Describe for each category the rationale behind specific set aside amounts out of the Title XX block grant (e.g. estimated number of children, etc.).

Category:

Category:

Category:

Category:

**APPENDIX G-9
PAYMENT TO CHILD CARE PROVIDERS FOR ABSENCES**

The following providers are eligible for payment for absences:
(Check any that are eligible)

- Day Care Center Legally Exempt Group
 Group Family Day Care School Age Child Care
 Family Day Care

Our district will only pay for absences to providers with which the district has a contract or letter of intent. Yes No

Base period selected (check one) 3 months 6 months

Number of absences allowed during base period:

Period	Routine Limits (# of days)	Extenuating Circumstances (# of days)	Total Number of Absences Allowed (# of days)
In a month	12	3	15
Base period	12	8	20

List reasons for absences for which the district will allow payment:
No restrictions

List any limitations on the above providers' eligibility for payment for absences:
Providers program/facility must be open for business on the day for which the absence is claimed

Note: Legally exempt family child care and in-home child care providers are **not** eligible to receive payment for absences.

APPENDIX G-10
PAYMENT TO CHILD CARE PROVIDERS FOR PROGRAM CLOSURES

The following providers are eligible for payment for program closures:

- | | |
|--|--|
| <input type="checkbox"/> Day Care Center | <input type="checkbox"/> Legally Exempt Group |
| <input type="checkbox"/> Group Family Day Care | <input type="checkbox"/> School Age Child Care |
| <input type="checkbox"/> Family Day Care | |

Our district will only pay for program closures to providers with which the district has a contract or letter of intent. Yes No

Enter the number of days allowed for program closures (maximum allowable program closures is five days).

List the allowable program closures for which the district will provide payment.

Note: Legally exempt family child care and in-home child care providers are **not** allowed to be reimbursed for program closures.

**APPENDIX G-11
TRANSPORTATION, DIFFERENTIAL PAYMENT RATES, ENHANCED
MARKET RATES FOR LEGALLY EXEMPT, SLEEP**

Transportation

Describe below under what circumstances and limitations if any your district will use to reimburse for transportation, what type of transportation will be reimbursed (public vs. private), and how much your district will pay (per mile or trip). Note if paying for transportation, Appendix F will need to reflect this choice.

Differential Payment Rates

Indicate below the percentage above the market rate your district has chosen.

Accredited Programs may receive a differential payment up to _____ % above market rate.

Care during non-traditional hours may be paid up to _____ % above market rate.

Limitations to the above differentials are as follows:

Payments may not exceed 15% above market rate. However, if your district wishes to establish a payment rate that is in excess of 15% above the applicable market rate must describe below why the 15% maximum is insufficient to provide access within the district to accredited programs and/or care provided during non-traditional hours.

Enhanced Market Rate For Legally-Exempt Family and In-Home Child Care Providers

If a district elects to establish a payment rate that is in excess of the enhanced market rate for legally- exempt family and in-home child care providers who have annually completed 10 or more hours of training and the training has been verified by the legally-exempt care giver enrollment agency. The district must state the percentage above the market rate it proposes to use.

Our district is requesting to increase the legally-exempt enhanced market rate up to _____ percent of the applicable registered family day care market rate. Market rate may not exceed 75 percent (75%) of the child care market rates established for registered family day care.

A district that selects the option to increase the legally-exempt enhanced market rate must select one of the options listed below for implementation of the legally-exempt enhanced market rate:

for all legally-exempt family and in-home child care providers that have been approved by the applicable legally-exempt caregiver enrollment agency; or

for those legally-exempt family and in-home child care providers who were receiving the enhanced rate on the date of the regulations, but only for the remainder of their current one-year enrollment period; or

for those legally-exempt family and in-home child care providers who were receiving the enhanced rate on the date of the regulations, for the remainder of the time they remain enrolled and continue to meet the ten-hour annual training requirement.

Sleep

The following describes the standards that will be used in evaluating whether or not to pay for child care services while a parent or caretaker that works a second or third shift sleeps and any limitations pertaining to payment:

Childcare may be paid for a single parent household when that parent works the second or third shift. Childcare may be paid for a 2-parent household when one parent works a second or third shift and the other parent is unavailable to care for the child(ren). The second parent shall be considered unavailable due to his/her employment, participation in the approved education or training program or an approved work activity. The second parent may be unavailable due to documented physical/medical impairment but this provision is limited to a period up to 12 weeks duration.

Indicate the number of hours allowed by your district (maximum number of hours allowed is eight).

8 hours per day

**APPENDIX G-12
CHILD CARE EXCEEDING 24 HOURS, CHILD CARE SERVICES UNIT,
WAIVERS, BREAKS IN ACTIVITIES**

Child Care Exceeding 24 Hours

Child care services may exceed 24 consecutive hours when such services are provided on a short-term emergency basis or in other cases where the caretaker's approved activity necessitates care for 24 hours on a limited basis.

Describe any limitations for payment of child care services that exceed 24 consecutive hours.

Child Care Services Unit

The Child Care Service Unit is the basis upon which a district will determine which household and/or family members should be counted in determining family size and countable family income.

Our district will include the following in the Child Care Services Unit (check which ones apply).

18 year old 19 year old 20 year old

-OR-

Our district will include only the following in the Child Care Services Unit when it will benefit the family (check which ones apply).

18 year old 19 year old 20 year old

Describe the criteria your district will use to determine whether or not an 18, 19 or 20 year old is included in the Child Care Services Unit. **18, 19 and 20 year old family household members will be included in the household count when they are full time students only. Full time students are: high school or equivalent, vocational and college level. Verification and school attendance will be required at every recertification to continue to be in the household count. These household members are not legally responsible for providing care.**

Waivers

Districts have the authority to request a waiver of any regulatory provision that is non-statutory. Describe and justify why your district is requesting a waiver.

Breaks in Activities

Districts may pay for child care services for low income families during breaks in activities for a period not to exceed two weeks or for a period not to exceed one month where child care arrangements would otherwise be lost and the subsequent activity is expected to begin within that period (check one).

- two weeks four weeks

Districts may provide child care services while the caretaker is waiting to enter an approved activity or employment or on a break between approved activities. The following low income families are eligible for child care services during a break in activities (check any that are eligible):

- entering an activity waiting to begin employment break between activities

**APPENDIX H
ANNUAL PLAN UPDATE
CHECKLIST
ADMINISTRATIVE COMPONENT – LOCAL DEPARTMENT OF SOCIAL
SERVICES**

Otsego County

All Local Department of Social Services are required to complete this checklist. For each item below, please indicate by marking “YES” or “NO” whether there are any changes to report. For each item that is answered “Yes” or where a “NO” response is not an option, a written response is required clearly indicating what has changed and reason for the change. Responses should be attached on separate page and added at the end of this appendix. . Please note that Appendices G-1 must be completed.

- | <u>YES</u> | <u>NO</u> | |
|--------------------------|--------------------------|---|
| | | I. Financing Process |
| X | | a. General Information |
| X | | b. Purchase of Services |
| X | | c. Performance or Outcome Based Provisions |
| <input type="checkbox"/> | X | II. Monitoring Procedures |
| | | III. Appendices |
| <input type="checkbox"/> | X | a. Appendix A – Legal Assurances |
| X | <input type="checkbox"/> | b. Appendix B – Summary of Memorandum of Understanding with the District Attorney’s Office for Child Protective Services |
| <input type="checkbox"/> | X | c. Appendix C – Estimate of Persons to be Served |
| <input type="checkbox"/> | X | d. Appendix D – Non-Residential Services to Victims of Domestic Violence |
| <input type="checkbox"/> | X | e. Appendix E – Chafee Foster Care Independence Program Use of Allocations |
| <input type="checkbox"/> | X | f. Appendix F – Department of Social Services – Program Information Matrix |
| | | g. Appendix G – Child Care |
| X | | 1. Appendix G-1 – Administration |
| X | <input type="checkbox"/> | 2. Appendix G-2 – Other Eligible Families if Funds are Available |
| X | <input type="checkbox"/> | 3. Appendix G-3 – Reasonable Distance, Very Low Income, Family Share, Case Closings and Case Openings, and Fraud and Abuse Control Activities |
| <input type="checkbox"/> | X | 4. Appendix G-4 – Districts Options |
| <input type="checkbox"/> | X | 5. Appendix G-5 – Priority Populations |
| <input type="checkbox"/> | X | 6. Appendix G-6 – Funding Set-Asides |
| <input type="checkbox"/> | X | 7. Appendix G-7 – Title XX Child Care |

- X 8. Appendix G-8 – Additional Local Standards for Child Care Providers
- X 9. Appendix G-9 – Payment to Child Care Providers for Absences
- X 10. Appendix G-10 – Payment for Child Care Providers for Program Closures
- X 11. Appendix G-11 – Transportation, Differential Payment Rates, and Sleep
- X 12. Appendix G-12 – Child Care Exceeding 24 Hours, Child Care Service Unit, Waivers, Break in Activities

**APPENDIX H
ANNUAL PLAN UPDATE
CHECKLIST
ADMINISTRATIVE COMPONENT – LOCAL DEPARTMENT OF SOCIAL
SERVICES**

Otsego County

All Local Department of Social Services are required to complete this checklist. For each item below, please indicate by marking “YES” or “NO” whether there are any changes to report. For each item that is answered “Yes” or where a “NO” response is not an option, a written response is required clearly indicating what has changed and reason for the change. Responses should be attached on separate page and added at the end of this appendix.

YES **NO**

- | | | |
|--|---|--|
| <input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> | <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> | <p>I. Financing Process</p> <p>a. General Information</p> <p>b. Purchase of Services</p> <p>c. Performance or Outcome Based Provisions</p> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <p>II. Monitoring Procedures</p> |
| <input checked="" type="checkbox"/>
<input type="checkbox"/> | <input type="checkbox"/>
<input checked="" type="checkbox"/> | <p>III. Appendices</p> <p>a. Appendix A – Legal Assurances</p> <p>b. Appendix B – Summary of Memorandum of Understanding with the District Attorney’s Office for Child Protective Services (Check “No” if the memorandum is current, designates suitable locations for abandoned infants and there are no changes since the last CFSP or APU.)</p> |
| <input type="checkbox"/>
<input checked="" type="checkbox"/> | <input checked="" type="checkbox"/>
<input type="checkbox"/> | <p>c. Appendix C – Estimate of Persons to be Served</p> <p>d. Appendix D – Non-Residential Services to Victims of Domestic Violence</p> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <p>e. Appendix E – Chafee Foster Care Independence Program Use of Allocations</p> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <p>f. Appendix F – Department of Social Services – Program Information Matrix</p> |
| <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> | <input type="checkbox"/>
<input type="checkbox"/> | <p>g. Appendix G – Child Care</p> <p>1. Appendix G-1 – Administration</p> <p>2. Appendix G-2 – Other Eligible Families if Funds are Available</p> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <p>3. Appendix G-3 – Reasonable Distance, Very Low Income, Family Share, Case Closings and Case Openings, and Fraud and Abuse Control Activities</p> |
| <input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/> | <input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> | <p>4. Appendix G-4 – Districts Options</p> <p>5. Appendix G-5 – Priority Populations</p> <p>6. Appendix G-6 – Funding Set-Asides</p> <p>7. Appendix G-7 – Title XX Child Care</p> |

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Appendix G-8 – Additional Local Standards for Child Care Providers |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 9. Appendix G-9 – Payment to Child Care Providers for Absences |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Appendix G-10 – Payment for Child Care Providers for Program Closures |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 11. Appendix G-11 – Transportation, Differential Payment Rates, and Sleep |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 12. Appendix G-12 – Child Care Exceeding 24 Hours, Child Care Service Unit, Waivers, Break in Activities |