



December 3, 2012

New York State  
Office of  
Children &  
Family  
Services

Paul J. Brady, Commissioner  
Schoharie County Department of Social Services  
P.O. Box 687  
Schoharie, NY 12157

Dear Commissioner Brady:

[www.ocfs.state.ny.us](http://www.ocfs.state.ny.us)

This letter is in response to your request to amend Schoharie County's 2012-2016 Child and Family Services Plan. Schoharie County proposed the following changes to its Child and Family Services Plan:

Andrew M. Cuomo  
Governor

Appendix L:

- Change which optional categories Schoharie County will include as eligible families.

Gladys Carrión, Esq.  
Commissioner

Appendix R:

- Decrease the number of absences allowed to eligible providers for routine absences from twelve to six and for extenuating circumstances from three to zero during a three month base period.

Capital View Office Park  
52 Washington Street  
Rensselaer, NY  
12144-2834

Appendix S:

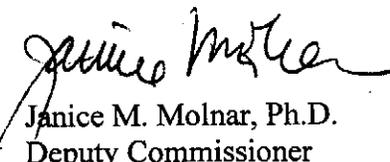
- Include Day Care Centers as those providers eligible for payment for program closures.

Appendix T:

- No longer elect to establish a payment rate 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.

This request has been approved and is effective December 3, 2012. If you have any questions about this approval or the child care section found in your district's 2012-2016 Child and Family Services Plan, please contact Ms. Antonia Weidner at (518) 408-3395 or via e-mail at [Antonia.Weidner@ocfs.state.ny.us](mailto:Antonia.Weidner@ocfs.state.ny.us).

Sincerely,



Janice M. Molnar, Ph.D.  
Deputy Commissioner  
Division of Child Care Services



An Equal Opportunity Employer

Log # 540 → Rhonda

**SCHOHARIE COUNTY  
DEPARTMENT OF SOCIAL SERVICES**

P.O. BOX 687, SCHOHARIE, NEW YORK 12157  
Telephone: (518) 295-8334 Fax: (518) 295-8415



*Paul J. Brady, Commissioner*  
*Helen DeTiberus, Deputy Commissioner*

October 24, 2012

Janice Molnar, Deputy Commissioner  
Division of Child Care Services  
Office of Children and Family Services  
Capital View Office Park  
52 Washington Street  
Rensselaer, NY 12144-2834

Dear Ms. Molnar,

The Schoharie County Department of Social Services is requesting your review and approval of amendments to Appendix L, R, S and T of the child care section of our 2012-2016 Child and Family Services Plan.

Copies of the amended sections are enclosed, as is a copy of the public notice which was published on 8/29/12. We did not receive any comments during the public comment period which ran from 8/29/12 through 9/28/12.

If you need any further information please contact me or Kathy Buschynski at 518-295-8301 or by e-mail at [Kathy.Buschynski@dfa.state.ny.us](mailto:Kathy.Buschynski@dfa.state.ny.us).

Sincerely,

Paul J. Brady  
Commissioner



Amendment -

See quest. 8

**APPENDIX L**

**Other Eligible Families if Funds are Available (Required)**

Listed below are the optional categories of eligible families that your district can include as part of its County Plan. Select any categories your county wants to serve using the NYSCCBG funds 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<br><input type="checkbox"/> No  |             |
| 2. PA families or families with income up to 200% of the State Income Standard when the caretaker is:<br>a) participating in an approved substance abuse treatment program<br>b) homeless<br>c) a victim of domestic violence<br>d) in an emergency situation of short duration | <input type="checkbox"/> Yes<br><input type="checkbox"/> No<br><input type="checkbox"/> Yes<br><input type="checkbox"/> No<br><input type="checkbox"/> Yes<br><input type="checkbox"/> No<br><input type="checkbox"/> Yes<br><input type="checkbox"/> No |             |
| 3. Families with an open child protective services case when child care is needed to protect the child.   | <input type="checkbox"/> Yes<br><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<br>b) has family duties away from home   | <input type="checkbox"/> Yes<br><input type="checkbox"/> No<br><input type="checkbox"/> Yes<br><input type="checkbox"/> No   |             |
| 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 six months.  | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |             |
| 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.   | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  |             |

|  |   |  |
|--|---|--|
| <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 type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <p>b) an education program that prepares an individual to obtain a NYS High School equivalency diploma</p>   | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <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 type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <p>d) a program providing literacy training designed to help individuals improve their ability to read and write</p>   | <input type="checkbox"/> Yes<br><input 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 type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <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 type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <p>g) a training program, which has a specific occupational goal and is conducted by an institution other than a college or university that is licensed or approved by the State Education Department</p>                    | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <p>h) a prevocational skill training program such as a basic education and literacy training program</p>   | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <p>i) a demonstration project designed for vocational training or other project approved by the Department of Labor</p>  | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |  |
| <p><b>Note:</b> 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>                   |   |  |
| <p>8. PA recipients and low -income families with</p>  | <input type="checkbox"/> Yes                                |  |

|  |   |  |
|--|---|--|
| <p>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 associate's 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 17½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>  | <p>X No</p>   |  |
| <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 associate's 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 17½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p> | <p><input type="checkbox"/> Yes<br/><input type="checkbox"/> No</p> |  |
| <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's 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 17½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>  | <p><input type="checkbox"/> Yes<br/><input type="checkbox"/> No</p> |  |
| <p>11. Families with incomes up to the 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 an employment field that currently is or is likely to be in demand in the 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</p>   | <p><input type="checkbox"/> Yes<br/><input type="checkbox"/> No</p> |  |

|   |  |  |
|---|--|--|
| the caretaker engaging in such a program. |  |  |
|---|--|--|

amended

**APPENDIX R**

**Payment to Child Care Providers for Absences (Optional)**

The following providers are eligible for payment for absences (check all that are eligible):

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

Our county will only pay for absences to providers with which the district has a contract or letter of intent.

- Yes
- No

Base period (check one)  3 months  6 months

Number of absences allowed during base period:

| Period      | Routine Limits<br>(# of days) | Extenuating<br>Circumstances<br>(# of days) | Total Number of<br>Absences Allowed<br>(# of days) |
|-------------|-------------------------------|---|--|
| In a month  | 6                             | 0   | 6  |
| Base period | 6                             | 0   | 6  |

List reasons for absences for which the district will allow payment:

**Sickness and snow days**

List any limitations on the above providers' eligibility for payment for absences:

**We will pay for the above listed absences if the provider charges unsubsidized parents for absences. No payment for absences will be made if the child is not normally scheduled to attend on that day or if the provider is closed.**

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

*Amended*

**APPENDIX S**

**Payment to Child Care Providers for Program Closures (Optional)**

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The following providers are eligible for payment for program closures:

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

The county 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 time for program closures is five days).

5

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

We will pay for 5 national holidays per year if the child was normally scheduled to attend on that day of the week and the center charges unsubsidized parents for that day.

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

*Amended*

**APPENDIX T**

**Transportation, Differential Payment Rates, Enhanced Market Rate  
for Legally-Exempt and In-Home Providers, and Sleep (Optional)**

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**Transportation**

Describe any circumstances and limitations your county will use to reimburse for transportation. Include what type of transportation will be reimbursed (public vs. private) and how much your county will pay (per mile or trip). Note that if the county is paying for transportation, the Program Matrix in WMS should reflect this choice.

**Differential Payment Rates**

Indicate the percentage above the market rate your county 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:

Payments may not exceed 15% above market rate. However, if your district wishes to establish a payment rate that is more than 15% above the applicable market rate, 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**

Indicate if the district is electing 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 caregiver enrollment agency.

- No.
- Yes. Our market rate will not exceed 75% of the child care market rate established for registered family day care.

**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, as well as any limitations pertaining to payment:

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