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Governor

NEW YORK STATE
OFFICE OF CHILDREN & FAMILY SERVICES
52 WASHINGTON STREET
RENSSELAER, NY 12144

John A. Johnson
Commissioner

Local Commissioners Memorandum

Transmittal:	02 OCFS LCM-05																		
To:	Commissioners of Social Services																		
Issuing Division/Office:	Strategic Planning and Policy Development																		
Date:	February 28, 2002																		
Subject:	Federal Fiscal Year 2000-2001 Independent Living Allocations																		
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Attachments:	A: District Allocations: Chafee Foster Care Independence Act 2000-2001 Funds B: Chafee Foster Care Independence Program (CFCIP) Assurances																		
Attachment Available On – Line:	Yes																		

I. PURPOSE

The purpose of this memorandum is to transmit to social services districts the Chafee Foster Care Independence Program (CFCIP) allocations from the Federal Fiscal Year (FFY) 2000-2001 funds. As provided in the Federal statute [the Foster Care Independence Act of 1999, U.S. Code 677(d) (3)], the appropriated funds may be spent in the Federal fiscal year in which appropriated or in the succeeding Federal fiscal year. Therefore, the allocations contained in Attachment A to this memorandum may be

used for Independent Living (IL) services expenditures made between October 1, 2000 and September 30, 2002, up to the amount of the allocation and subject to a twenty percent (20%) State/Local Match requirement.

This memorandum also describes the methodology for the 2000-2001 allocations, sets out guidelines relating to eligible expenditures and the requirements for the 20 percent match required to obtain reimbursement from the CFCIP funds allocation, and provides general claiming and reporting instructions.

II. BACKGROUND

The Chafee Foster Care Independence Act, which was signed into law on December 14, 1999, contains significant changes from previous Federal funding for IL services.

1. The CFCIP provisions replace the former IL initiative provisions authorized under Title IV-E of the Federal Social Security Act. Title IV-E eligibility is not a requirement for Federal reimbursement of IL services from CFCIP funds.
2. Federal reimbursement is available for only 80 percent of total reported IL expenditures. A 20 percent State/local match is required.
3. There is no longer a prescribed Federal lower age limit for reimbursable expenditures for IL support and services. For those social services districts that choose to provide IL services to youth aged 14 and 15 who are likely to remain in foster care until age 18, CFCIP Federal reimbursement is now available.
4. Prior to the enactment of CFCIP, Federal law allowed states to provide services (but specifically excluded room and board payments) to youth ages 18 through 20 who had been foster children. However, Federal reimbursement was not available for these services. The new law requires the provision of financial, housing, counseling, employment, education and other appropriate support and services to youth who have left foster care because they have attained 18 years of age and makes CFCIP funds available to support such services. CFCIP funds and the IL program are not applicable after a youth has reached the age of 21. In addition, reimbursement is now available for room and board expenses for IL eligible youth aged 18 to 21 who are being discharged from foster care or who have been former foster children. However, no more than 30 percent of CFCIP funds may be used for room and board payments for discharged foster care children.
5. Reimbursement is available for IL services provided to JD/PINS youth, provided the youth is in the care and custody of OCFS or a social services district and is placed in a Title IV-E eligible facility (non-secure facility or voluntary agency).
6. The dollar value of the resources that a child or youth may accumulate and remain eligible for Federal Title IV-E reimbursement for foster care services (including maintenance) is increased from \$1,000 to \$10,000. Youth under 18 receiving IL services with CFCIP funds while still in foster care and preparing for discharge to IL will retain Title IV-E eligibility for their maintenance (room and board), while possibly accumulating resources in preparation for their IL discharge. CFCIP funds may not be used for room and board for children under the age of 18.

7. Providers of IL services may now include both private not-for-profit and for-profit facilities. The previous Title IV-E IL provisions allowed the State (and, by extension, the social services districts) to choose only not-for-profit providers for IL services.

III. ELIGIBLE EXPENDITURES

The Chafee Foster Care Independence Act sets out five broad purposes to which CFCIP funds may be applied:

- 1) Identify children and youth that are expected to remain in care until age 18 and help them to make the transition to self-sufficiency;
- 2) Help these children and youth to receive the education, training and services necessary to obtain employment;
- 3) Help these children and youth to prepare for and enter post-secondary training and education institutions;
- 4) Provide personal and emotional support for children aging out of foster care; and
- 5) Provide a range of services and support for former foster care recipients 18 through 20 years of age to compliment their own efforts to achieve self-sufficiency and to assure that program recipients recognize and accept their personal responsibility for preparing for adulthood.

Within this framework, CFCIP funds can be used to provide and/or enhance services and supports for youth in foster care with an IL permanency-planning goal. IL services (and CFCIP funding) are available for all eligible children and youth who are likely to remain in foster care until age 18, regardless of whether they are (or were) eligible for the Title IV-E Foster Care Program.

The Foster Care Independence Act makes it clear that IL services are to be seen as services to youth that will help them transition to adulthood, regardless of whether they end up on their own, return home, are adopted, or live in some other permanent living arrangement. IL services are not an alternative to adoption for children or youth for which that goal is appropriate. Accordingly, enrollment in IL programs can occur concurrently with efforts to locate and achieve placement in an adoptive family or for other options for permanence.

The Foster Care Independence Act provides flexibility to states and IL services providers regarding the services that can be provided for IL youth for which CFCIP funds are available. The Act does not specify what services must be provided but does include several examples of services that could be provided with CFCIP funds to youth in care under the age of 18 who have an IL goal. These services would be claimed on the schedule RF-4 as indicated below.

- Assistance in obtaining a high school diploma, including assistance or support for remaining in school or support or training or other assistance to obtain a General Equivalency Diploma (GED) (Line 1 Academic Support Services);

- Career exploration, vocational training, job placement and job retention assistance and support (Line 2 Vocational Training);
- Training in daily living skills (Line 3 Independent Living Skills Training);
- Training in budgeting and financial management skills (Line 3 Independent Living Skills Training);
- Substance abuse prevention (Line 3 Independent Living Skills Training);
- Preventive health activities (including smoking cessation, smoking avoidance, nutrition education, and pregnancy prevention) (Line 3 Independent Living Skills Training);
- Education, training and services necessary to obtain employment (Line 2 Vocational Training);
- Assistance in preparing for and entering post-secondary training and education (Line 1 Academic Support Services);
- The promotion of mentoring and other interactions with dedicated adults. (Line 1 Academic Support Services)

When these services are provided to youth 18 through 20 years who have aged out of foster care, the expenditures should be entered on Line 4 After Care Services.

In addition, the Act provides that CFCIP funds can be expended for former foster care recipients 18 through 20 years of age to provide financial, housing, counseling, employment, education and other appropriate services that support IL goals of self-sufficiency and personal responsibility for making the transition from adolescence to adulthood. No more than 30 percent of CFCIP funds may be used for room and board payments.

The Act also requires that the IL programs as well as IL providers should encourage participation by IL youth in planning, including having IL recipients accept personal responsibility for their transition to self-sufficiency.

The following services would be eligible for reimbursement from CFCIP funds.

Assessment Services and Case Planning must be provided to youth for whom IL is established as a goal or who are deemed to have a goal of IL based on age and length of time in care as defined in 18 NYCRR 430.12 (f). Social services districts may, at their option, provide IL services to any youth over the age of 14 regardless of the youth's goal or length of time in care. The assessment services and case planning activities include the setting of a permanency planning goal and documentation of case planning and service provision in the Uniform Case Record, self-identified goals and activities of the foster child, and at a minimum, joint discussion of the plan semi-annually. Assessment services must include educational and vocational assessments as well as documentation of IL competencies at a minimum, with semi-annual assessments and modifications of the plan to reflect continued growth and learning.

Upon discharge, the social services district, in consultation with the youth, must identify any persons, services or agencies that would help the child maintain and support himself/herself and must assist the child to establish contact with such agencies, service providers, or persons by making referrals and by counseling the child about these referrals prior to discharge. In addition, each youth who will be discharged to Independent Living must receive a written 90-day notification of discharge, including the established discharge plan. The plan developed in consultation with the youth also outlines coordination of services otherwise available to the youth.

Educational Services are an integral part of the Independent Living plan in helping youth receive the education, training and services necessary to obtain employment.

Academic Support Services (POS 87) are provided to assist youth in achieving literacy and basic academic skills required for completing a high school degree program or equivalency or, where appropriate, to help youth prepare for and enter post-secondary education institutions. Academic Support Services are reimbursable even for students enrolled in post-secondary education. In no case are expenditures for tuition reimbursable. Academic Support Services include, but are not limited to, educational and career assessment and counseling, tutorial and mentoring services, examination preparation and resource and referral services. These services, particularly the mentoring services, should provide personal and emotional support to youth and promote interactions with dedicated adults.

Vocational Training (POS 85), which should be selected on the basis of assessments of interests and aptitudes, is provided, where appropriate and available, to those youth in foster care who will not pursue post-secondary education or who may not graduate from high school before their 20th birthday. Remedial education is required prior to the provision of the vocational training for youth with limited academic proficiency. Vocational training includes, but is not limited to, training programs in a marketable skill or trade or formal on the job training. Vocational training may include two-year college programs with specific vocational objectives, occupational training supported by other State or federal funds or provided by organizations that have demonstrated effectiveness in providing such training. Agencies will advocate and arrange for youth with special needs to receive specialized assessments in order to qualify them as eligible for VESID, mental health or other specialized services.

Independent Living Skills Training (POS 84) offers, at a minimum, formalized instruction, including supervised performance in job placement and retention, assistance in obtaining a high school diploma, career counseling, locating housing/apartments, budgeting and financial management skills, alcohol and substance abuse prevention, preventive health activities, shopping, cooking and house cleaning.

Youth should be provided with experiential learning or practice opportunities in all areas under the guidance of coaches or mentors.

Independent Living Stipends (POS 89) are provided to foster care youth who are actively participating in the Independent Living programs and serve as an incentive to participate in the program; provide money management experience; and provide the means where savings can accumulate to assist in the transition to independent living.

Aftercare Services (POS 82) are provided to former foster care youth ages 18 through 21 years and include financial, housing, counseling, employment, education and other appropriate support and

services. Aftercare services are required for any youth over the age of 16 who are discharged to Independent Living through a trial discharge period. Trial discharge is required for every child discharged to independent living. Custody of the youth is retained for at least six months and certain requirements for casework contacts and service provision apply. The trial discharge period may continue until a youth reaches the age of 21. If a youth loses housing during the period of trial discharge, the social services district must assist the youth to find other appropriate housing or replace the youth in a foster care setting, if necessary. In addition, when custody ceases, the social services district must maintain supervision of the youth until the youth is 21 years of age. Supervision includes casework contacts, referral to needed services, including income and housing services, with sufficient follow-up so that the youth has begun to receive the necessary services.

Room and Board Services (New POS Type RB) are expenditures made for a youth's living arrangements and include, but are not limited to, money for rent, ongoing maintenance (e.g. utilities), furnishings and start-up costs generally associated with renting an apartment, (e.g. money for security deposits on apartments or a utility deposit). Social services districts have the option of providing room and board services for youth that have left foster care because they attained 18 years of age, but have not yet attained 21 years of age. These services may be provided for youth upon discharge from foster care or at a later point in time, provided the youth is 18 through 20 years of age. In addition, social services districts have the option to provide room and board services to former foster care youth who were in foster care and eligible for Independent Living Services while in care, but who left foster care before they attained the age of 18.

For a residence to be considered appropriate under room and board services there would need to be a reasonable expectation that the housing the youth enters would be available to the youth for at least 12 months. Appropriate residence would exclude shelter for adults, shelter for families, or any other congregate living arrangement that houses more than 10 unrelated persons, with the exception of college dormitories or new, innovative models which provide intensive employment or other supportive services in residential settings. In addition, youth receiving room and board services would be required to be supervised. Supervision would include at least monthly contact with the youth if the youth has not sustained adequate housing and income continuously for six months. Additionally, face-to-face quarterly contacts would be required. Quarterly casework contacts would be maintained for youth that have sustained adequate housing and income continuously for the past six months.

Independent Living Services Add on Rate (POS 50) may be paid to an agency to cover the cost of independent living services over and above the regular contracted maintenance rate for a child with a permanency goal of discharge to independent living.

A social services district may not spend more than 30 percent of the district's Federal allocation for Independent Living Services on room and board services. Social services districts will have flexibility to determine how much of their Independent Living Federal allotment (up to thirty percent) they will spend on room and board services and whether they will provide limited housing assistance (e.g. security deposits on apartments) or a more complete package of housing services. This approach will support the development of creative strategies to assist youth in a successful transition to adulthood.

Social services districts that opt to provide room and board services must establish written policies and procedures for room and board services that address:

- The categories of youth that will be provided room and board services; including if room and board will be provided to the optional category of eligible youth who left care before attaining the age of 18.
- The maximum levels of funding for the provision of room and board assistance to former foster care youth who aged out of foster care at 18, 19 or 20, but who have not attained the age of 21.
- The expenses that will be covered under the room and board program.
- The maximum dollar amount that will be paid to any youth for room and board assistance; the length of time room and board assistance will be provided to eligible youth.
- Any stipulations related to employment or school for the provision of room and board.

Room and board payments for former foster care youth ages 18 through 20 years that are made from non-Federal funds may be used for the 20 percent required State/local match, as long as the former foster child is not eligible for payments for such costs from Family Assistance (FA) or Safety Net (SN) support under the Temporary Assistance to Needy Families (TANF) program.

The use of CFCIP funds to support a Supervised Independent Living Program (SILP) is prohibited, as youth placed in SILPs have not been discharged from foster care. Social services districts are also reminded that room and board payments for youth under the age of 18 may not be claimed as an IL expenditure.

IV. ALLOCATION METHODOLOGY

The 2000-2001 CFCIP allocation for distribution to social services districts represents 97 percent of the total Federal allocation to New York State resulting in an allocation to districts of \$11,943,716. The remainder is being reserved by the Office of Children and Family Services (OCFS) for the support of IL services for youth in direct care in OCFS-operated facilities and rehabilitative services programs.

The allocation methodology for the 2000-2001 CFCIP allocations to social services districts is the same allocation methodology used to distribute the 1999-2000 CFCIP allocations to social services districts. The 2000-2001 CFCIP allocation available for distribution to social services districts is comprised of two parts. The first is an allocation to districts equal to the same amounts allocated under the 1998-99 Title IV-E 100 percent Federal IL funds (see 99 OCFS LCM-14), totaling \$7,214,471 of the \$11,943,716 being distributed to the districts. The second part of the 2000-2001 allocation of \$4,729,245 is based on each social services district's potential IL population, which is defined as youth 14 to 21 in care on December 31, 2000. Each district is allocated an amount equal to its proportion of the potential IL eligible population in relation to the total statewide potential IL eligible population.

The two parts are then added together to get each social services district's Federal Fiscal Year 2000-2001 total CFCIP allocation, which appears in the allocations table in ATTACHMENT A.

The population of potentially eligible IL youth was selected for the allocation process as it approximates the likely need for services in each social services district. Prior to the enactment of CFCIP, previous allocation methodologies incorporated a district's history of expenditures for IL as a factor. However, the

recent additions of youth from 14 to 16 to the eligible population, the requirement to provide services to 18 through 20 year olds, and the ability to include room and board expenditures in the IL claims continues to make previous expenditure histories that did not include these factors inappropriate for this allocation. OCFS reserves the right to consider expenditure histories in the future after a baseline that includes the new categories has been established.

V. FUNDS MATCH REQUIREMENT

The Federal statute and a Federal Program Instruction provide that the CFCIP funds are available for only 80 percent of a State's total IL expenditures up to the amount of the Federal CFCIP allocation. State funds available within the Family and Children's Services Block Grant (FCSBG) may serve as part of the match requirement for IL services. The State will apply any available social services district FCSBG funds to comprise the required CFCIP IL funds match. When FCSBG funds are no longer available, the non-Federal share match will have to be comprised of local funds.

In looking for sources for matching funds, social services districts are encouraged to develop collaborations with other local agencies operating programs or services that may support the district's IL activities. The services needs of IL eligible youth require a spectrum of services that may cross many agency boundaries. Cross-agency collaboration to utilize services provided by other agencies in the overall service delivery system for foster care youth with a goal of IL can often be applied toward the required funds match for CFCIP funds reimbursement. This can be accomplished through contracts for relevant services between the social services district and the public or private services provider agency in which the contracting agency contributes funds or in-kind services that would then be counted toward the required CFCIP funds match. The contribution must be clearly defined and designated as such in the contract with the provider agency.

Social services districts are advised that CFCIP funds may not be used to supplant or replace non-Federal funds for services already being provided for IL. CFCIP funds may be used to continue and/or enhance IL programs or services to youth in foster care over the age of 14 with a goal of Independent Living, youth over the age of 16 who are deemed to have a goal of Independent Living and youth aged 14 and 15 who are likely to remain in foster care until age 18. Contributions to the required match for CFCIP funds must be shown as enhancing or expanding IL services being provided within the social services district.

Some examples of program collaborations that could contribute to both the enhancements of services and resources for the required funds match could include:

- Local agencies funded by the Office of Alcoholism and Substance Abuse Services (OASAS) could provide staff training or consultation to social services district staff regarding substance abuse prevention for adolescents or may be available to facilitate counseling/awareness groups for youth preparing for or actually in an IL situation.
- Community-based alcoholism or substance abuse treatment or prevention programs may be able to include IL youth in local programming.
- Employment training, job preparation, job attainment or job retention programs operated by or funded by the State Department of Labor (DOL) without the use of other Federal funds

may be utilized or expanded to specifically include IL youth or youth participating in IL preparation programs.

- Social services districts could contract to make district-provided IL services available to local Youth Bureaus and Youth Bureau-funded programs, such as those for Runaway and Homeless Youth Services, with proceeds from the provision of such services being used as part of the required CFCIP funds match.

Social services districts are not limited to these examples or agencies. Districts may develop and implement other possibilities based on the availability of local resources. Districts are strongly encouraged to contract with their local program agencies, public and private, to explore potential program opportunities. Regional Office staff, supported by OCFS central office staff, are also available to assist districts in identifying potential resources or areas for collaboration.

Districts must be certain that services being provided by community-based organizations, or other public agencies, are not using other Federal funds (including TANF funds) to provide contracted services. Expenditures for services already funded from Federal sources may not be used to meet the required State/local match for CFCIP funds.

Eligible matching contributions may be cash, donated funds, or in-kind contributions of services (including personnel services), equipment, or property. Contributions may be made by third parties. The matching funds may also originate, in whole or in part, from State funding to programs and agencies. General limitations on the Federal funds match requirements include the following:

- No Federal funds may be used for the match;
- Funds used for the IL match may not be used as a concurrent match for any other Federal funds;
- Donated funds and in-kind services received must be used for purposes related to the IL program.

VI. WMS SYSTEM IMPLICATIONS

WMS provides for a new Direct Service type (**DIR**) **IL –Independent Living (18-21)** and a new payment code (**POS**) **service type RB – Room and Board**. Also some services available to the youth prior to discharge are also available after discharge.

Sub-services allowed as POS with **IL** are:

- 82** – Foster Care After Care
- 84** - Independent Living Skills
- 85** - Vocational Skills
- 86** - Independent Living Supervision
- 87** - Academic Support Services
- RB** - Room and Board

Current Edits for POS **82, 84, 85, 86** and **87** require either **08 DIR** or **IL DIR**. If **RB** is the POS type, then **IL** must be used as the DIR component; **08** is not allowed as DIR for RB.

A child cannot receive **08** (foster care) sub-services as POS for the same dates that he is receiving **IL** POS sub-services.

Age edit: Child must be at least 18 years old and **IL** POS services must end on the day prior to the 21st Birthday. POS does not have to begin on the 18th birth date. There are no eligibility edits for this **IL** service.

Vendors have to be on local BICS file for payment. The vendors may have been entered via Connections or directly into the BICS file. Payments may also go directly to recipient. In this case, use already established conventions for ANI.

Suffix codes: No suffix codes are allowed with **IL**; no suffix codes can be used with corresponding POS.

To accommodate the inception of this program, retro POS lines will be allowed.

VII. CLAIMS AND REPORTING PROCEDURES

As with previous **IL** expenditure claiming and reporting, CFCIP expenditures are to be reported on the Schedule RF-4. This schedule has been revised to accommodate the changes made by CFCIP.

IL expenditures eligible for reimbursement are reported by category on lines 1 through 8, columns 1 to 3. Total **IL** services expenditures are reported on Line 9, columns 1 to 3. Line 10 Federal share is claimed at 80 percent of Line 9 column 2. The State and Local shares are calculated on lines 11 and 12 respectively. Prime data for lines 1-8 and columns 2-3 are entered into the Automated Claiming System (ACS) by social services district staff. The Automated Claiming System calculates the rest of the RF-4 fields. See the Fiscal Reference Manual, Volume 2, Chapter 3 for further information. The social services district will be reimbursed for the Federal Share up to the amount of the district's CFCIP funds allocation and for the State share up to the amount available from Family and Children's Services Block Grant funds.

Social services districts are to report all eligible expenditures for **IL** support and services. Match funds may come from State and local funds not otherwise used for Federal matching, from donated funds, or from in-kind service contributions. Donated funds and in-kind services may originate with third parties. The CFCIP provisions expressly prohibit the use of other Federal funds as matching funds for CFCIP funds.

Social services districts are reminded that they may not spend more than 30 percent of CFCIP funds for room and board expenditures for former foster care youth ages 18 through 20 years.

Schedule RF-4 reports are to be submitted monthly to the Bureau of Financial Services, Office of Temporary and Disability Assistance (OTDA).

Social services districts are to claim all eligible expenditures for **IL** support and services to CFCIP funds. This includes any expenditure for **IL** services provided to foster children between the ages of 10-18 years, under TANF purpose three, prevent and reduce out-of-wedlock pregnancies. (Refer to 02 INF

1 issued on January 3, 2002, by OTDA on Expansion of the Eligibility of Certain Minors for TANF Services Programs.) Any additional spending on IL activities above the 2000-2001 CFCIP allocation to a social services district related to the TANF purpose to prevent and reduce out-of-wedlock pregnancies should be claimed to TANF. Since OCFS reserves the right to consider expenditure histories in the future in the methodology for the allocation of CFCIP funds to social services districts, it is important for districts to claim IL activities to CFCIP funds wherever possible.

VIII. MISCELLANEOUS INFORMATION

Equipment Purchase Approval Requirements

Any use of Federal CFCIP funds for the purchase of equipment having a unit cost of \$5,000 or more requires prior State and Federal approval. In addition, any EDP-related expenditures of any amount (hardware, software, programming services, etc.) require OCFS approval. Requests for approval of such expenditures must be submitted to:

ATTN: CFCIP Approval Request
 William F. Baccaglioni, Director
 Strategic Planning and Policy Development
 Office of Children and Family Services
 Capital View Office Park
 52 Washington Avenue, Rm. 313 South
 Rensselaer, New York 12144-2796.

Training Resources

In implementing local programs for IL services, social services districts are strongly encouraged to use the currently available, regionally based, IL training resources available from the Independent Living Network (ILN). The ILN offers a variety of training and technical assistance, including the skill-based IL Core Training curriculum for caseworkers and supervisors. The IL Core builds on the basic knowledge and skills that caseworkers receive in the child welfare Common Core training. It teaches them how to apply the interpersonal skills and assessment framework taught in Common Core to help youth in care to develop the ability to live productive and self-sufficient lives upon discharge from care. The IL Core training is available for all social services district staff who work with adolescents.

The IL Core is being enhanced in State Fiscal Year 2001 to include training to prepare caseworkers with the skills and knowledge to deliver the competencies for youth outlined in the Chafee legislation.

While training is an important support tool, districts must refer to OCFS regulations, standards, and official releases as their final guidance for all program implementation.

Training offered by OCFS should be included with local district training claims.

Assurances Requirements

Social services districts are advised that OCFS has made certain assurances to the US Department of Health and Human Services (DHHS) through the filing of the Title IV-B Children and Family Services

State Plan on June 29, 2001 (effective July 1, 2001) regarding its planned performance and compliance with regard to CFCIP requirements. A list of these assurances is included as ATTACHMENT B of this memorandum. Social services districts must comply with these assurances as a condition of receiving their IL allocation reimbursement. This includes cooperating with OCFS in any reporting requirements under CFCIP and the establishment and enforcement of anti-fraud provisions and regulations to protect CFCIP and the IL program.

Foster Parent Training Requirement

OCFS regulations effective September 27, 2000 require that training be provided to foster parents to help foster parents to understand the issues confronting children preparing for IL. The regulations also require that, before a child is placed in the home of a foster parent, the authorized agency must prepare the foster parent with appropriate knowledge and skills to provide for the needs of the child and that such preparation must be continued as needed after the placement of the child.

VIII. ADDITIONAL CONTACT INFORMATION

For information regarding training available from the IL Network, contact:

Regions 1 and 2:

SUC Buffalo, Center for Development of Human Resources
Meg Brin E-mail: MegB@bsc-cdhs.org 716-796-2086

Regions 3 and 4:

SUNY Albany, Professional Development Program
Beth Case E-mail: Bcase@pdp.albany.edu 518-442-5136

Region 5:

SUNY Stony Brook, Child Welfare Training Program
Bob Marmo E-mail: Bmarmo@ssw.hsc.sunysb.edu 631-444-7996

Region 6:

South Bronx Human Development Organization
Karolyn Gould E-mail: Krgould@aol.com 718-295-5501

/s/ William F. Baccaglino

Issued By

Name: William F. Baccaglino

Title: Director

Division/Office: Strategic Planning and Policy Development

ATTACHMENT A
DISTRICT ALLOCATIONS

CHAFEE FOSTER CARE INDEPENDENCE PROGRAM (CFCIP) FUNDS
10/1/00 to 9/30/01

DISTRICT	ALLOCATION	DISTRICT	ALLOCATION
ALBANY	\$ 139,764	ONTARIO	\$ 16,193
ALLEGANY	\$ 29,552	ORANGE	\$ 152,698
BROOME	\$ 102,437	ORLEANS	\$ 5,582
CATTARAUGUS	\$ 33,723	OSWEGO	\$ 67,436
CAYUGA	\$ 29,009	OTSEGO	\$ 38,669
CHAUTAUQUA	\$ 61,139	PUTNAM	\$ 10,432
CHEMUNG	\$ 50,495	RENSSELAER	\$ 45,320
CHENANGO	\$ 10,155	ROCKLAND	\$ 129,991
CLINTON	\$ 24,702	ST. LAWRENCE	\$ 59,734
COLUMBIA	\$ 24,792	SARATOGA	\$ 63,828
CORTLAND	\$ 32,311	SCHENECTADY	\$ 79,729
DELAWARE	\$ 34,567	SCHOHARIE	\$ 15,908
DUTCHESS	\$ 117,764	SCHUYLER	\$ 8,699
ERIE	\$ 469,255	SENECA	\$ 29,708
ESSEX	\$ 8,547	STEUBEN	\$ 34,667
FRANKLIN	\$ 22,258	SUFFOLK	\$ 234,487
FULTON	\$ 32,190	SULLIVAN	\$ 31,499
GENESEE	\$ 19,583	TIOGA	\$ 13,810
GREENE	\$ 15,075	TOMPKINS	\$ 32,593
HAMILTON	\$ 855	ULSTER	\$ 87,272
HERKIMER	\$ 27,744	WARREN	\$ 20,253
JEFFERSON	\$ 34,484	WASHINGTON	\$ 9,655
LEWIS	\$ 5,559	WAYNE	\$ 16,711
LIVINGSTON	\$ 7,024	WESTCHESTER	\$ 273,458
MADISON	\$ 30,685	WYOMING	\$ 13,603
MONROE	\$ 458,856	YATES	\$ 10,456
MONTGOMERY	\$ 19,522	ST REGIS MOHAWK	\$ 2,120
NASSAU	\$ 221,175	NEW YORK CITY	\$ 8,051,015
NIAGARA	\$ 73,306		
ONEIDA	\$ 103,401		
ONONDAGA	\$ 148,261	TOTAL	\$ 11,943,716

The allocations in this table may be claimed to provide reimbursement of 80 percent of social services district's total IL expenditures, up to the total amount of the allocation. The remaining 20 percent expenditure requires State and local expenditures to match the use of the allocated funds. To the extent available, Family and Children's Services Block Grant (FCSBG) funds may be used for the match. Remaining expenditures after the application of FCSBG funds must be made from local funds/resources subject to the matching funds requirements noted in Section V of this memorandum.

ATTACHMENT B

CHAFEE FOSTER CARE INDEPENDENCE PROGRAM (CFCIP) ASSURANCES

The following certifications and assurances have been made by OCFS regarding the CFCIP implementation in New York State and are applicable to all local districts using CFCIP funds for IL services.

1. Assistance and services will be provided to youth that have left foster care because they have attained 18 years of age but who have not attained 21 years of age.
2. Not more than 30 percent of the amounts allocated for CFCIP funds will be expended for room and board for youth who have left care because they have attained 18 years of age and have not attained 21 years of age.
3. None of the amounts allocated will be expended for room and board for any child who has not attained 18 years of age.
4. Programs to provide training to help foster parents, adoptive parents, workers in group homes and case managers understand and address the issues confronting adolescents preparing for IL will use training funds from the Federal Foster Care and Assistance Program (Title IV-E) and will, to the extent possible, coordinate such training with the IL program(s) conducted for adolescents.
5. Foster parents and prospective foster parents will be adequately prepared with the appropriate knowledge and skills to provide for the needs of the child or youth before a child or youth is placed with the foster parent(s) and such preparation will be continued, as necessary, after the placement of a child.
6. In preparing the IL plan, public and private organizations having an interest in IL services or in services for adolescents will be consulted widely.
7. Every effort will be made to see that programs receiving CFCIP funds will be coordinated with other Federal and State programs for youth (including transitional living youth projects and programs funded under the Juvenile Justice and Delinquency Prevention Act of 1974, abstinence education programs, local housing programs, programs for disabled youth including sheltered workshops, and school-to-work programs).
8. Adolescents participating in CFCIP-funded programs will be encouraged to participate directly in designing their own program activities to prepare them for independent living and will be required to accept personal responsibility for living up to their part of the program.
9. Program participants will be assured fair and equitable treatment.
10. CFCIP funds will be used to supplement, and not supplant, existing programs providing support and services to transition to Independent Living.

11. Where appropriate, Indian tribes will be consulted about the programs carried out under the IL plan, including efforts to coordinate IL programming with activities by the tribes with benefits and services under the IL plan made available to Indian youth on the same basis as other youth.

12. Program standards and procedures to prevent fraud and abuse in programs carried out under the IL plan will be established and will be enforced.