

+-----+  
| LOCAL COMMISSIONERS MEMORANDUM |  
+-----+

DSS-4037EL (Rev. 9/89)

Transmittal No: 94 LCM-8

Date: January 21, 1994

Division: Services and  
Community  
Development

TO: Local District Commissioners

SUBJECT: Family Resource Center Survey

ATTACHMENTS: Blank Mailing List for Survey  
(Available On-Line)

Division staff are working with the Council on Children and Families and Hunter College Center for the Study of Family Policy to create and distribute a directory of existing family resource centers in New York State. An accurate inventory of existing programs will provide important baseline information for both planning of program development activities and future applications for federal funding.

A necessary first step is to compile as complete a list as possible of community programs which might fit the working definition of a family resource center. We will next survey programs to collect essential information regarding program design, services and funding. I am requesting your assistance in compilation of the initial list.

Please refer to the attached working definition and forward the name and address of any programs in your district which meet these criteria by February 15, 1994.

The mailing list and any questions may be directed to Pat Perfetto at 40 North Pearl St., 11D, Albany, New York 12243 (518) 474-3963 or User ID AY5610.

Thank you for your assistance.

---

Frank Puig  
Deputy Commissioner  
Division of Services & Community Development

## Mailing List for Family Resource Center Survey

### Working Definition:

A Family Resource Center is a neighborhood-based center that emphasizes primary prevention and the development of family and community capacities. Family Resource Centers offer integrated family-focused services at the neighborhood level that support parents in their parenting role, promote optimal early childhood development, enhance family functioning, strengthen informal support and mutual help among families, offer services to meet the needs of families and link families to other services needed but not provided by the Center.

### Features (Including, but not limited to)

- \_\_\_\_\_ a physical base in the neighborhood that participants experience as welcoming
- \_\_\_\_\_ readily available drop-in hours
- \_\_\_\_\_ year-round programming on site
- \_\_\_\_\_ policy of universal access to all neighborhood residents
- \_\_\_\_\_ non-deficit approach to families that highlights and builds on existing strengths and resources of families
- \_\_\_\_\_ encouragement and facilitation of informal support and mutual help among families
- \_\_\_\_\_ flexible services tailored to meet the varying needs of individual families
- \_\_\_\_\_ linkages to other services through on-going information and referral
- \_\_\_\_\_ role of staff as facilitators in helping families acquire information and skills, rather than as experts attempting to fix problems
- \_\_\_\_\_ participation of families as partners and sensitivity to cultural values and norms

Using this definition, please complete the information requested below for programs in your district. Return to Pat Perfetto, NYDSS, 40 No. Pearl St., 11D, Albany, NY 12243 or User ID #AY5610 (make as many copies as necessary).

Agency Name: \_\_\_\_\_

Program Name: (if applicable) \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Program Name: (if applicable) \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_