

Attachment A-1B Chafee Fund Program-Beyond

PROGRAM-SPECIFIC TERMS AND CONDITIONS

The Chafee Funds Program - Beyond will be used to support individuals with foster care experience make the transition to self-sufficiency and receive the supports and services necessary to be self-sufficient in the community pursuant to the John H. Chafee Foster Care Program. Individuals eligible for the program includes youth ages 18 through 22 who aged out of foster care at age 18 or older and individuals 21 and 22 years old who remain in foster care. The application cycle is a first-come, first-served program. As OCFS's fiscal agent for these funds, the contractor will make awards in accordance with all applicable state and federal laws, rules, regulations, and policies.

1. THE CONTRACTOR AGREES TO PROVIDE THE FOLLOWING SERVICES:

- Will administer CFP-B using a web-based application system, which securely collects and stores information that can be compiled and analyzed in a variety of ways.
- Will maintain an application and webpage.
- Will maintain a general information page providing CFP-B program information viewable by youth, public and private agencies, other stakeholders, and the public. Young adults interested in applying will be directed further to view guidelines and to complete the required online application.
- Will provide CFP-B electronic promotional materials and information to applicants and for distribution by OCFS.
- Will provide support to youth for whom English is not their primary language, as project scope and budget allow.
- Will serve a primary target population:
 - o Young people ages 18 up to 23 who have been discharged from foster care in NYS on or after their 18th birthday, and
 - o Young people ages 21 or 22 who are currently in foster care in New York State.
- Will communicate with and provide support to applicants within the scope of the contract and budget.
- Will verify all applicants are eligible and have completed the necessary portions of the application to warrant an award.
- Will disburse all funding to eligible youth by the end of the contract period in compliance with federal and state policies, priorities, and practices.

Young adults can regularly access their application while in pending status before submission. Each qualifying young adult will receive an electronic copy of their award letter, with replacement copies provided when needed upon request.

2. REPORTING REQUIREMENTS

a. The Contractor shall provide timely and accurate fiscal reports and supporting documentation for Chafee Funds Program - Beyond and administrative funds in compliance with federal reporting requirements.

b. The Contractor shall provide program reports to OCFS containing data with the content and frequency indicated by OCFS:

- Total number of applicants
- Total number of eligible applicants

- Total number of ineligible applicants
- Applicants' demographics (i.e., gender, race, ethnicity, etc.)
- Foster care information (placement type, county that had custody of the applicant)
- Education status
- Employment status
- Health insurance information
- Housing information
- Financial management information
- Incarceration information
- Identification documents
- Food insecurity data
- Parenting information
- Program strengths and improvements
- Narrative information from applicant
- Any other data elements determined by OCFS

c. The Contractor shall provide to OCFS with an annual Final Report which shall include a comprehensive summary of the program, including all the data listed for quarterly reports but cumulative for the full contract period, plus program strengths and recommendations for improvement, and a full year fiscal report by county.

3. DESIGNATED PAYMENT OFFICE

All reports and claims for reimbursement, or reports and claims to account for the advance payment, should be sent to:

NYS Office of Children & Family Services

Kenneth Kirton

Kenneth.Kirton@ocfs.ny.gov

Division of Youth Development and Partnership for Success

Bureau of Education and Transition Services

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