

## APPENDIX F INSTRUCTIONS

NOTE: This appendix has been revised and expanded to include the Estimate of Expenditures and Summary of Relationship between Services and County Strategies which were previously included on separate worksheets.

Social services districts are required to submit Appendix F which reflects the program information regarding goals addressed, method of provision, category of clients served and income eligibility standards. The chart provides a complete itemization of the restrictions on and the availability of any Title XX service. Since Appendix F is used to update your WMS/SSRR matrix for authorization of services, make sure that ALL INFORMATION IS NOTED.

1. County Code- Complete with your 2 digit number (e.g. Albany = 01).
2. Goals - The five goals are those goals stated in Title XX of the Federal Social Security Act. An abbreviated version of each goal is included on page 6 of Appendix F. The five goals in their entirety are as follows:

Goal 1. Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency.

Goal 2. Achieving or maintaining self-sufficiency including reduction or prevention of dependency.

Goal 3. Preventing or remedying neglect, abuse, or exploitation of children and adults unable to protect their own interests, or preserving, rehabilitating or reuniting families.

Goal 4. Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care, or other forms of less intensive care.

Goal 5. Securing referral or admission for institutional care when other forms of care are not appropriate, or providing services to individuals in institutions.

The blank spaces in the chart under Goals, Methods and Eligibility Categories must be completed with either a "Y" = Yes or "N" = No. Where the chart contains a pre-printed "Y" or "N", that particular item is determined by State mandate. Where the "Y" is preprinted, social services districts must maintain the ability to provide that service. In order for a service to be authorized, it must relate to at least one goal. Therefore, if you intend to offer a particular service, there must be at least one "Y" in the Goal section.

3. Method of Provision addresses the way in which a district will deliver a service. The three possible methods are:

D Direct - Service provided by employees of the social services district.

U Public Purchase - Service provided through a contract with a public agency (other governmental entity, public authority or public school).

R Private Purchase - Service provided through a contract with a private agency (either not-for-profit or proprietary).

This section has preprinted Y's in the private purchase section of Adoption and Foster Care Children. This insures your ability to authorize adoption subsidies and service and maintenance payments. Similarly, pre-printed "N"s signify that a particular method of provision is not allowable for a particular service.

To provide a component of a primary service (Protective Adults, Protective Children, and Child Preventive Services), a "Y" entry is required under the appropriate method of provision of the primary service. For example, if the social services district is going to provide purchased day care, transportation, etc., as a component of mandated Preventive Children Services, a "Y" entry is required under the appropriate purchase categories on the line for mandated Preventive Services.

To provide a service where the social services district is purchasing the service, a "Y" entry is required under Direct and under Purchase (either public or private).

4. Gross Estimated Expenditures for each of the services should represent the overall investment of public funds the social services district anticipates making in this service in the coming year, including federal, State and county funds. The source(s) of funding is not required, nor is the county required to document the breakdown of costs across various funding streams.
5. Strategies Addressed provides a description of how the social services district outcomes and strategies address or include specific services. It is important to examine how the different services supported by Social Services funding will be utilized in meeting the various County Outcomes and Strategies.

For each service, please list the strategies OR OUTCOMES that address that service. It is possible that not all services will be referenced in the social services district's Strategies. However, it is mandatory that some cross-reference be found for the following services:

Adoption Services	Child Protective Services
Preventive Services	Foster Care Services
Protective Services for Adults	

6. The Eligibility Categories - Appendix F reflects 12 different categories of service eligibilities as follows:

02	FCAA	Foster Care and Adoption Assistance (Title IV-E)
03	ADC	Aid to Families with Dependent Children (Title IV-A)
04	EAF	Emergency Aid to Families
05	AGED	Supplementary Security Income
06	BLIND	Supplemental Security Income
07	DISABLED	Supplemental Security Income
08	MA	Medical Assistance
09	URM	Unaccompanied Refugee Minor
10	UEM	Unaccompanied Entrant Minor
13	HR	Home Relief
14	IE	Income Eligible*
	WR	Without Regard to Income or other eligibility determinations

\* In those instances where service eligibility includes Income Eligible, the county may establish its own standard. The standard is expressed as a percentage of the poverty level adjusted for the size of the family seeking services. For all services where income eligibility is allowable, a State standard is included on Appendix F. If the district does not set its own income eligibility standard for a service and there is a "Y" for eligibility 14, the State standard will be used.



COUNTY NAME:

1.COUNTY CODE:

	01	04	05	06	07	08
					Resid	Foster
				Family	Medical	Placemnt
				Care		
				Adoption	Educatn	Employmt
				Planning	Option	Adults
						Child

2.GOALS:	1	N				N
2						
3			N			
4		N	N			
5	N	N	N			N

3.METHOD:	D					N
U	N	N				
R	Y	N				Y

GROSS ESTIMATED EXPENDITURES

STRATEGIES ADDRESSED

ELIGIBILITY CATEGORIES

02 FCAA	Y					N	Y
03 ADC	Y			Y		Y	Y
04 EAF							Y
05 AGED				Y		Y	
06 BLIND	Y			Y		Y	Y
07 DISABLED	Y			Y		Y	Y
08 MA	Y					Y	Y
09 URM				Y			Y
10 UEM				Y			Y
13 HR	Y			Y		Y	Y
14 IE	Y					Y	Y
WR	Y	N	N	under 21		N	Y

INCOME ELIGIBILITY STANDARDS

STATE STNDRDS	WR	150 %	150 %	150 %	150 %	WR
LOCAL STNDRDS	WR				150 %	WR

Local standards not specified assumed to be established at State standards.

COUNTY NAME:

1.COUNTY CODE:

	09	10	11	12
	Health	Home	Homemaker	House-
	Related	Managemt	Component	keeper/
			A B	C1
				Chore

GOALS:

1							
2							
3							
4							
5		N	N	N	N	N	

METHOD:

D							
U							
R							

STRATEGIES  
ADDRESSED

GROSS ESTIMATED  
EXPENDITURES

ELIGIBILITY CATEGORIES

02 FCAA

03 ADC

04 EAF

05 AGED Y Y Y Y

06 BLIND Y Y Y Y

07 DISABLED Y Y Y Y

08 MA

09 URM

10 UEM

13 HR

14 IE

WR N N N N

INCOME ELIGIBILITY STANDARDS

STATE STNDRDS 150 % 150 % 150 % 150 %

LOCAL STNDRDS

Local standards not specified assumed to be established at State standards.  
1 This component is mandated for SSI individuals

COUNTY NAME:

1.COUNTY CODE:

	13 Housing Improvement Component		14 Info & Referral		15 Preventive Adults Component			
	A1	B	A	B	C	D		
GOALS:	1		N					
	2							
	3							
	4							
	5	N	N		N	N	N	
METHOD:	D							
	U							
	R							
STRATEGIES ADDRESSED								
GROSS ESTIMATED EXPENDITURES								
ELIGIBILITY CATEGORIES								
02 FCAA			N					
03 ADC			N					
04 EAF			N					
05 AGED		Y	N					
06 BLIND		Y	N					
07 DISABLED		Y	N					
08 MA			N					
09 URM			N					
10 UEM			N					
13 HR			N					
14 IE			Y					
WR		Component B	Y	N				
INCOME ELIGIBILITY STANDARDS								
STATE STNDRDS		150 %	WR	190 %				
LOCAL STNDRDS			WR					

Local standards not specified assumed to be established at State standards.  
1 This component is mandated for SSI individuals

COUNTY NAME:

1.COUNTY CODE:

	16	17	20	21	22	23	24
	A & B			Personal	Victims		
	Protectv	Protectv	Unmarr'd	Care	Domestic		
	Adults	Children	Transp	Parents	Services	Violence	CHAP

GOALS:	1	N	N						
	2	N	N						
	3	Y	Y						
	4	N	N						
	5	N	N		N	N	N		

METHOD:	D								
	U			N					
	R								

STRATEGIES  
ADDRESSED

GROSS ESTIMATED  
EXPENDITURES

ELIGIBILITY CATEGORIES

02 FCAA								Y
03 ADC				Y		Y	Y	
04 EAF		Y				Y	Y	
05 AGED							Y	
06 BLIND				Y			Y	
07 DISABLED				Y			Y	
08 MA				Y			Y	
09 URM							Y	
10 UEM							Y	
13 HR				Y	N	Y	Y	
14 IE				Y	N		N	
WR	Y	Y	N	N	N	Y	N	

INCOME ELIGIBILITY STANDARDS

STATE STNDRDS | WR | WR | 150 % | 150 % | WR |

LOCAL STNDRDS | WR | WR | 150 % | WR |

Local standards not specified assumed to be established at State standards.

COUNTY NAME:

1.COUNTY CODE:

	25	26	38
	Prevent	Prevent	
	Child	Child	Day Care
	Mandated	Optional	All

GOALS:	1	N	N
	2	N	N
	3	Y	
	4	N	N
	5	N	N

METHOD: D  
U  
R

STRATEGIES  
ADDRESSED

GROSS ESTIMATED  
EXPENDITURES

ELIGIBILITY CATEGORIES

02 FCAA

03 ADC

04 EAF

05 AGED

06 BLIND

07 DISABLED

08 MA

09 URM

10 UEM

13 HR

14 IE

WR

INCOME ELIGIBILITY STANDARDS

STATE STNDRDS WR WR \*

LOCAL STNDRDS WR

Local standards not specified assumed to be established at State standards.

\* Up to: 275% family of 2; 255% family of 3; 225% family of 4 or more



COUNTY NAME:

1.COUNTY CODE:

Key to Goals	Maximum State Standards
	Title XX Day Care
1. Self-support	
2. Self-sufficiency	275% Family of 2
3. Protection	255% Family of 3
4. Community-based care	225% Family of 4 or more
5. Institutional Care	

PROGRAM LIMITATIONS

DAY CARE

TITLE XX	FEDERAL LOW INCOME	TRANSITIONAL	DAY CARE
_____ % Family of 2	All Family Sizes	200%	Fee % _____
_____ % Family of 3			
_____ % Family of 4 or more	_____ %		

OTHER PROGRAM LIMITATIONS: