



# Office of Children and Family Services

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## Local Commissioners Memorandum

<b>Transmittal:</b>	22-OCFS-LCM-19-R2 ( <i>Revised October 20, 2022</i> )
<b>To:</b>	Local Departments of Social Services Commissioners
<b>Issuing Division/Office:</b>	Division of Administration
<b>Date:</b>	<b>R2: October 20, 2022; R1: September 21, 2022. Original publication date: June 29, 2022</b>
<b>Subject:</b>	<b>State Fiscal Year (SFY) 2022-23 Social Services Block Grant (Title XX) Allocations</b>
<b>Contact Person(s):</b>	See section VI.
<b>Attachments:</b>	Federal Fiscal Year (FFY) 2022 Social Services Block Grant (Title XX) Allocations as Authorized by the SFY 2022-23 Budget <ul style="list-style-type: none"> <li>• <i>Attachment A: Adult Protective and Domestic Violence Services</i></li> <li>• <i>Attachment B: All Other Eligible Title XX Services (Revised)</i></li> <li>• <i>Attachment C: Attachment for U.S. Department of Health and Human Services Grants – Social Services Block Grant</i></li> </ul>

**R2:** This Local Commissioners Memorandum (LCM) is being revised and reissued on October 20, 2022, to correct the “All Other” allocations (Attachment B) to address a calculation error. There are no other changes from the last issuance of this LCM.

**R1:** This LCM was revised and reissued on September 21, 2022, to provide local departments of social services (LDSSs) with “All Other” allocations (Attachment B). There are no other notable changes from the last issuance of this LCM.

### I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to provide local departments of social services (LDSSs) with their Title XX Social Services Block Grant (SSBG) allocations for State Fiscal Year (SFY) 2022-23.

This revision includes a correction of the “All Other” allocations (Attachment B) to address a calculation error. There are no other notable changes from the issuance of the last LCM on this topic.

### II. Background

SSBG (CFDA #93.667) or Title XX of the Social Security Act (42 U.S.C. 1397 – 1397f) provides annual capped entitlement funding from the United States Department of Health and Human Services for a range of social services. In Federal Fiscal Year (FFY) 2022, New York State received

\$97,160,141, a net increase of \$1,939,548 from the prior year.

Approximately 5% of the total New York State allotment, or \$4,858,007, is allocated to support training activities for LDSSs and the New York State Office of Children and Family Services (OCFS) staff. The remaining \$92,302,134 is allocated to LDSSs. Chapter 53 of the Laws of 2022 directs that \$66,000,000 will continue to be provided for the reimbursement of LDSS expenditures for adult protective services (APS) and domestic violence (DV) services, and the remaining funding of \$26,302,134 will be available to reimburse other eligible Title XX services expenditures. The funds are available to reimburse LDSSs for eligible expenditures made from October 1, 2021, through September 30, 2022, and must be final accepted in the Automated Claiming System (ACS) by March 31, 2023.

### III. Other Related 2022-23 Budget Actions

The SFY 2022-23 Enacted Budget continues to appropriate \$964 million in funding for the Flexible Fund for Family Services (FFFS) that provides LDSSs with the flexibility to determine local funding priorities. Under the FFFS, LDSSs have the option to transfer a portion of their FFFS allocation to the Title XX SSBG. Federal law requires that any FFFS funding transferred to the Title XX SSBG must be used for children and their families with incomes below 200% of the federal poverty level. These recipients also must be either U.S. citizens or qualified aliens as defined by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

For information on what LDSSs can use their FFFS allocation to fund, please refer to the annual FFFS Administrative Directive (ADM) from the New York State Office of Temporary and Disability Assistance (OTDA) located at: <https://otda.ny.gov/policy/directives/2022/ADM/22-ADM-06.pdf>

### IV. Title XX Social Services Block Grant Methodology

The Title XX allocations provide \$66,000,000 for the reimbursement of LDSS expenditures for APS and DV services and \$26,302,134 for the reimbursement of other eligible Title XX services expenditures, for a total of \$92,302,134. The allocation methodology is as follows:

**Adult Protective and Domestic Violence Services (Attachment A):** In accordance with appropriation language, \$66,000,000 is set aside to provide 100% reimbursement to LDSSs for eligible Title XX services expenditures for APS and for residential services for victims of DV who are not receiving public assistance during the time they are in a residential program, and for non-residential services for victims of DV (collectively "DV services") incurred on or after October 1, 2021, through September 30, 2022, and claimed by March 31, 2023, for settlement purposes. Allocation of this funding is based on each LDSS's claims for those services, net of any retroactive payments, for the 12-month period ending June 30, 2021, that were submitted on or before January 3, 2022.

If an LDSS does not fully expend its allocation, the funds may be reallocated to other LDSSs with eligible claims that exceed their allocations. Eligible APS and DV services expenditures that exceed the allocation are eligible for state reimbursement at the rate of 49% after any additional federal reimbursement is applied.

It should be noted that FFFS funds also are available to cover costs eligible for Title XX below 200%. An LDSS can elect to transfer a portion of its FFFS funds allocation to Title XX to fund APS and DV services for children and their families with incomes less than 200% of the federal poverty income level for the family.

**All Other Eligible Title XX Services (Attachment B):** The remaining funding amount of \$26,302,134 may be used to reimburse other eligible Title XX services expenditures incurred on or after October 1, 2021, through September 30, 2022, and claimed by March 31, 2023, for settlement purposes. The allocation of these funds is based on each LDSS's claims for eligible Title XX services for the 12-month period ending June 30, 2021, that were submitted on or before January 3, 2022. The allocation methodology for these funds does not consider APS and DV services, as those claims were considered in allocating the \$66,000,000 set aside mentioned above. Although the allocation of these Title XX funds did not include claims for APS and DV services, these funds may be used to reimburse the costs of such services. The allocation methodology considers claims for preventive services, child protective services, aftercare services, and adoption services (including post-adoption services).

If an LDSS does not fully expend its allocation, the funds may be reallocated to other LDSSs with eligible claims that exceed their allocations. Title XX eligible services expenditures that exceed the allocation, other than APS, DV and child welfare services, are **not** eligible for state reimbursement.

## V. Claiming

Expenditures for allocations included in this publication are claimed as follows:

Title XX	Services for Recipients	Schedule G	LDSS-1372
	Administrative Expenditures	Schedule D2	LDSS-2347-B
	Training	Schedule D6	LDSS-2347-C

Instructions for claiming services for recipients can be found in the *Fiscal Reference Manual*, Volume 2, Chapter 3. Instructions for claiming administrative expenditures can be found in the *Fiscal Reference Manual*, Volume 3, Chapter 9. Instructions for claiming training expenditures can be found in the *Fiscal Reference Manual*, Volume 3, Chapter 13. The *Fiscal Reference Manual* is available at <http://otda.ny.gov/resources/fiscal-reference/>.

## VI. Contacts

Questions pertaining to the allocations may be directed to:

Shonna Clinton, Local Operations Manager  
Bureau of Budget Management (518) 474-1361  
[Shonna.Clinton@ocfs.ny.gov](mailto:Shonna.Clinton@ocfs.ny.gov)

Questions pertaining to the FFFS Plan and Fiscal Claiming may be directed to the Office of Temporary and Disability Assistance:

### FFFS Plan:

Emily Maher, (518) 474-9313  
[Emily.Maher@otda.ny.gov](mailto:Emily.Maher@otda.ny.gov)

### Automated Claiming System:

Regions 1-5: Lauren Horn  
(518) 474-7549  
[otda.sm.Field\\_Ops.I-IV@otda.ny.gov](mailto:otda.sm.Field_Ops.I-IV@otda.ny.gov)

Region 6: Michael Simon  
(212) 961-8250  
[Michael.Simon@otda.ny.gov](mailto:Michael.Simon@otda.ny.gov)

***/s/ Bryan Bagstad***

**Issued by:**

Name: Bryan Bagstad

Title: Director, Bureau of Budget Management

Division/Office: Division of Administration

**Attachment A**  
**Title XX**  
**FFY 2022**  
**Adult Protective and Domestic Violence Services**

<b>District</b>	<b>Allocation</b>	<b>District</b>	<b>Allocation</b>
Albany	1,003,962	Ontario	127,700
Allegany	63,096	Orange	772,186
Broome	302,125	Orleans	49,554
Cattaraugus	120,026	Oswego	182,724
Cayuga	191,549	Otsego	115,189
Chautauqua	205,514	Putnam	86,799
Chemung	227,031	Rensselaer	199,004
Chenango	76,483	Rockland	533,526
Clinton	139,778	Saratoga	168,530
Columbia	129,850	Schenectady	344,701
Cortland	98,389	Schoharie	102,229
Delaware	139,423	Schuyler	33,227
Dutchess	982,175	Seneca	39,299
Erie	1,633,998	Steuben	161,948
Essex	83,463	Saint Lawrence	209,008
Franklin	72,352	Suffolk	1,867,346
Fulton	61,776	Sullivan	126,351
Genesee	58,242	Tioga	73,367
Greene	84,717	Tompkins	144,328
Hamilton	5,010	Ulster	296,166
Herkimer	96,626	Warren	88,100
Jefferson	172,534	Washington	91,368
Lewis	40,023	Wayne	88,780
Livingston	111,191	Westchester	2,425,798
Madison	142,568	Wyoming	20,978
Monroe	1,048,846	Yates	24,195
Montgomery	62,118		
Nassau	1,202,499	Upstate	17,986,623
Niagara	238,313		
Oneida	264,599	New York City	48,013,377
Onondaga	555,946		
		Statewide	66,000,000

**Attachment B**  
**Title XX**  
**FFY 2022**  
**All Other Eligible Title XX Services**

<b>District</b>	<b>Allocation</b>	<b>District</b>	<b>Allocation</b>
Albany	135,320	Ontario	62,504
Allegany	43,856	Orange	384,313
Broome	140,470	Orleans	21,110
Cattaraugus	58,657	Oswego	102,122
Cayuga	43,675	Otsego	45,990
Chautauqua	88,705	Putnam	72,204
Chemung	118,207	Rensselaer	83,420
Chenango	25,804	Rockland	202,346
Clinton	84,316	Saratoga	78,928
Columbia	64,168	Schenectady	202,520
Cortland	45,407	Schoharie	83,843
Delaware	42,415	Schuyler	23,052
Dutchess	245,010	Seneca	24,557
Erie	792,481	Steuben	77,272
Essex	37,361	Saint Lawrence	71,091
Franklin	43,495	Suffolk	710,675
Fulton	29,563	Sullivan	97,150
Genesee	27,172	Tioga	32,763
Greene	35,828	Tompkins	73,733
Hamilton	3,051	Ulster	146,204
Herkimer	31,625	Warren	34,285
Jefferson	77,044	Washington	42,886
Lewis	16,001	Wayne	48,996
Livingston	53,127	Westchester	1,327,133
Madison	49,370	Wyoming	10,546
Monroe	460,945	Yates	13,747
Montgomery	45,419		
Nassau	586,479	Upstate	8,297,123
Niagara	209,869		
Oneida	201,921	New York City	18,005,011
Onondaga	386,972		
		Statewide	26,302,134

## Attachment C

### ATTACHMENT FOR U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES GRANTS – SOCIAL SERVICES BLOCK GRANT

Title 45 U.S. Code of Federal Regulations Part 75 (45 CFR 75), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards*, section 352 states “all pass-through entities must ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, includes the changes in subsequent subaward identification.”

(i)	Subrecipient name	Local department of social services
(ii)	Subrecipient's unique entity identifier	Local department of social services
(iii)	Federal Award Identification Number (FAIN)	2201NYSOSR
(iv)	Federal award date to the recipient by the HHS awarding agency	June 29, 2022
(v)	Subaward period of performance start and end date	Section 2: Background
(vi)	Amount of federal funds obligated to the subrecipient by this action by the pass-through entity to the subrecipient	Attachments A and B
(vii)	Total amount of the federal funds obligated to the subrecipient by the pass-through entity, including the current obligation	Attachments A and B
(viii)	Total amount of the award committed to the subrecipient by the pass-through entity	Attachments A and B
(ix)	Federal award project description	Section 2: Background
(x)	Name of the HHS awarding agency, pass-through entity, and contact information for awarding official of the pass-through entity	Section 2: Background
(xi)	CFDA number and name	93.667- Social Services Block Grant
(xii)	Identification of whether the award is research and development (R&D)	N
(xiii)	Indirect cost rate for the federal award (including if the de minimis rate is charged per section 75.414)	Please see uniform guidance 45 CFR 75.