



# Office of Children and Family Services

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Commissioner

## Local Commissioners Memorandum

<b>Transmittal:</b>	24-OCFS-LCM-05
<b>To:</b>	Local Departments of Social Services Commissioners Supervision and Treatment Services for Juveniles Program Administrators and Leads
<b>Issuing Division/Office:</b>	Division of Youth Development and Partnerships for Success
<b>Date:</b>	June 3, 2024
<b>Subject:</b>	<b>Supervision and Treatment Services for Juveniles Program Funding</b>
<b>Contact Person(s):</b>	See section IV.
<b>Attachments:</b>	<i>Supervision and Treatment Services for Juveniles Program Allocations for Program Year 2024-2025</i>

### I. Purpose

The purpose of this Local Commissioner Memorandum (LCM) is to advise municipalities of the 2024-2025 program year (October 1, 2024 - September 30, 2025) allocations for the Supervision and Treatment Services for Juveniles Program (STSJP).

### II. Background

STSJP funds are used to provide local services that are intended to divert youth who are at risk of becoming, alleged to be, or adjudicated as Persons in Need of Supervision (PINS) or Juvenile Delinquents (JD), and youth who are alleged to be or convicted as Juvenile Offenders (JO) or Adolescent Offenders (AO), or adjudicated as Youthful Offenders (YO) from detention, placement in residential care, or incarceration. These services are also intended to maintain youth safely in the community, pending a family court disposition or conviction in criminal court.

The 2024-2025 STSJP statewide allocation to municipalities is \$10,876,000. This includes an additional \$3M to support new interventions or additional capacity for youth

- who have multiple detention admissions or arrests in a 12-month period,
- who have engaged in violent behaviors,
- who have been involved in vehicle related crimes, and/or
- who leave home without permission, including youth who have been trafficked or are at risk of gang recruitment.

### III. Program Implications

The county chief executive/administrative official must designate a lead agency to plan and administer STSJP if the municipality elects to participate in STSJP. A plan for services to prevent detention and placement must be submitted to the New York State Office of Children and Family Services (OCFS) for approval.

- After approval is granted, municipalities may receive up to 62% state reimbursement of the cost of the approved services and expenditures, up to the municipality's allocation cap.
- Municipalities may also choose to shift part of their detention allocation to STSJP, provided they will not use their entire detention allocations for calendar year 2024.
- The STSJP plan must be developed in collaboration with the local social services districts, departments of probation, youth bureaus, and local law enforcement, as well as with courts, service providers, schools, and youth development programs. Family, youth, and community feedback should also be included during plan development. If there is a federally or state recognized tribe within the boundaries of the municipality, they must also be included in the planning.

#### Eligible Populations

- Youth who are at risk of becoming, alleged to be, or adjudicated as PINS.
- Youth who are at risk of becoming, alleged to be, or adjudicated as JD, both non-Raise the Age (RTA) JDs and RTA JDs.
- Youth who are alleged to be or convicted as JO or AO, or adjudicated as YO.

#### Continuum of Service Domains

STSJP programs fall within a domain that aligns with a key decision point in the youth justice system. This continuum is an outcome-based approach to providing services to youth and families. When developing STSJP plans, municipalities should consider programs that best meet the needs of the youth and families involved in their youth justice system. Programs should be strengths-based, trauma-responsive, culturally relevant, and gender-responsive to the extent feasible.

For additional information on the service domains and language that will assist in describing each program within the STSJP plan, please visit the [STSJP website](#).

#### Family Support Services Programs

Programs designated as Family Support Services (FSS) programs provide comprehensive legislatively outlined services to children and families with the goal of

- preventing a child from being adjudicated as a PINS and help prevent out-of-home placements of such youth;
- preventing a petition from being filed under Article 7 of the Family Court Act (FCA); or
- reducing future interaction with the juvenile justice and/or child welfare system for children under 12 years of age who do not fall under the definition of a JD and whose behavior, but for their age, would bring them within the jurisdiction of the family court under Article 3 of the FCA.

Please review the requirements for [FSS Programs](#).

## Development and Submission of the STSJP Annual Plan

### a. Application Process Information and Resources

The STSJP program year for 2024-2025 is October 1, 2024, to September 30, 2025. The STSJP Annual Plan template can be found on the OCFS STSJP website: <https://ocfs.ny.gov/programs/youth/stsjp/annual-plan.php>. There you will also find additional guidance for completing STSJP annual plans.

Two or more eligible local jurisdictions (counties) may join together to establish, operate, and maintain STSJP programs, and may enter into agreements in connection therewith. Counties submitting such applications must provide additional information in the STSJP annual plan in Part I – Municipality Level Details, Section C. Cooperative Application.

Plan Due Date: August 2, 2024

Submission method: Email to [stsjp@ocfs.ny.gov](mailto:stsjp@ocfs.ny.gov)

Subject line: *STSJP 2024-2025 Annual Plan – Municipality Name*

### b. Detention Allocation Shift

Local detention allocations for calendar year 2024 may be shifted to STSJP until June 30, 2025, unless otherwise approved by OCFS. Any detention funding shifted to STSJP may be reimbursed at the 62% state reimbursement rate for eligible STSJP expenditures. Municipalities do not need prior approval to include a requested detention allocation shift in the initial STSJP plan submitted to OCFS.

To request a shift of the detention allocation after the 2024-2025 plan has been approved, please do the following:

- Submit an email request with a brief explanation of the amount of funding and services being proposed.
- Submit an amended STSJP plan to reflect the new amounts and services.
- Submit requests to the STSJP mailbox by June 30, 2025.

### c. STSJP Plan Submissions and RTA

All STSJP-RTA costs must be approved in the municipality's RTA plan by the New York State Division of the Budget (DOB). The municipality's 2024-2025 STSJP annual plan and the RTA plan approved by DOB must align. If they are not aligned, OCFS will not approve the STSJP-RTA services in the STSJP plan.

### d. Data Resources

When developing STSJP plans, municipalities should consider programs that target an improvement in any areas where there are racial, economic, and/or gender disparities. Please consult the municipality detention and placement data provided by OCFS on the Youth Development and Partnerships for Success website at <https://www.ocfs.ny.gov/programs/youth/stsjp/planning.php> and the youth justice data available on the New York State Division of Criminal Justice Services website at <https://www.criminaljustice.ny.gov/crimnet/ojsa/stats.htm> to aid STSJP plan development.

For Part I – Municipality Level Details, question A(2) in the STSJP annual plan, when entering data in the chart for 2023 Placement Admissions, please add together the county data from Tables 1b-Total OCFS Facility Admissions by Sex, Race/Ethnicity & Age, 6b-JD Foster Care Admissions by Sex, Race/Ethnicity & Age, and 7b-PINS Post-Dispositional Foster Care Admissions by Sex, Race/Ethnicity & Age from the [Annual Out of Home Placement Admissions Data Packet](#).

### STSJP Data Submission

All STSJP and STSJP-RTA programs are **required** to submit data to OCFS on the following time frame:

- May 1, 2025, for data October 1, 2024 – March 31, 2025
- November 1, 2025, for data October 1, 2024 – September 30, 2025

STSJP data submission occurs via the Juvenile Detention Automated System (JDAS). **Failure to submit the required STSJP data submissions may impact a municipality's STSJP funding for the following program year.**

Programs will need to know what service domain(s) under both STSJP and STSJP-RTA their program is targeting per the OCFS-approved STSJP Annual Plan.

For additional information, please visit [recording STSJP program data](#).

### STSJP Claiming

Expenditures for STSJP and STSJP-RTA must be claimed one year from the quarter in which the expenditures were incurred for program year 2024-2025. These claims are electronically submitted via JDAS.

Requests to access JDAS can be made via the STSJP mailbox at [stsjp@ocfs.ny.gov](mailto:stsjp@ocfs.ny.gov).

## **IV. Contacts**

All questions related to STSJP should be sent via email to the STSJP mailbox at [stsjp@ocfs.ny.gov](mailto:stsjp@ocfs.ny.gov), or you may contact Keegan Burke at (518) 402-3424 or Lynn Tubbs at (518) 473-9116 to request technical assistance.

**/s/ Nina Aledort, Ph.D., MSW**

### **Issued by:**

Name: Nina Aledort, Ph.D., MSW

Title: Deputy Commissioner

Division/Office: Division of Youth Development and Partnerships for Success

**Supervision and Treatment Services for Juveniles Program  
Allocations for Program Year 2024-2025**

<b>Municipality</b>	<b>Program Year 2024-2025</b>
Albany	\$237,723
Allegany	\$92,010
Broome	\$172,110
Cattaraugus	\$75,259
Cayuga	\$100,012
Chautauqua	\$198,614
Chemung	\$50,196
Chenango	\$68,600
Clinton	\$50,120
Columbia	\$64,608
Cortland	\$48,979
Delaware	\$40,000
Dutchess	\$166,707
Erie	\$604,275
Essex	\$43,969
Franklin	\$40,927
Fulton	\$40,000
Genesee	\$47,663
Greene	\$40,000
Hamilton	\$50,957
Herkimer	\$61,854
Jefferson	\$53,412
Lewis	\$40,326
Livingston	\$52,080
Madison	\$59,132
Monroe	\$1,015,153
Montgomery	\$40,415
Nassau	\$271,884
Niagara	\$89,986
Oneida	\$181,679
Onondaga	\$351,595
Ontario	\$61,851

<b>Municipality</b>	<b>Program Year 2024-2025</b>
Orange	\$225,982
Orleans	\$40,000
Oswego	\$111,798
Otsego	\$51,712
Putnam	\$52,469
Rensselaer	\$92,171
Rockland	\$61,463
St. Lawrence	\$50,957
Saratoga	\$88,160
Schenectady	\$105,737
Schoharie	\$40,000
Schuyler	\$57,624
Seneca	\$40,051
Steuben	\$102,894
Suffolk	\$391,903
Sullivan	\$78,569
Tioga	\$42,000
Tompkins	\$53,742
Ulster	\$45,773
Warren	\$67,238
Washington	\$74,960
Wayne	\$42,686
Westchester	\$337,781
Wyoming	\$41,228
Yates	\$41,155
New York City	\$4,025,851
Statewide Totals	\$10,876,000