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Local Commissioners Memorandum

Transmittal:	06-OCFS-LCM-06
To:	Local District Commissioners
Issuing Division/Office:	Strategic Planning and Policy Development and Administration/Budget Management
Date:	June 14, 2006
Subject:	Federal Fiscal Year 2005-2006 Independent Living Allocations
Suggested Distribution:	Accounting Supervisors Directors of Social Services
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Attachments:	Attachment A: District Allocations: Chafee Foster Care Independence Program 2005-2006 funds

Attachment Available On – Line:	Yes
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I. Purpose

The purpose of this memorandum is to transmit to social services districts the Chafee Foster Care Independence Program (CFCIP) allocations from the Federal Fiscal Year (FFY) 2005-2006 funds. The allocations contained in Attachment A to this memorandum may be used for Independent Living (IL) services expenditures made beginning October 1, 2005, up to the amount of the allocation and subject to a twenty percent (20%) state/local match requirement. Only claims received by March 31, 2007, may be applied against the FFY 2005-2006 allocation, including expenditures made after September 30, 2006. Unclaimed allocation amounts will be redistributed to other districts that have claims in excess of the allocation, or used to support OCFS activities related to implementation of the Chafee Foster Care Independence Act, allowing New York State to maximize its use of funds available under this federal funding stream. Claims received after March 31, 2007, for FFY 2006-2007 services expenditures will be claimed against the FFY 2006-2007 allocation.

This memorandum also describes the methodology for determining the FFY 2005-2006 allocations.

Local social services districts are advised that districts must be in compliance with all provisions set forth in 02-OCFS-LCM-05 issued on February 28, 2002, including the assurances made to the U.S. Department of Health and Human Services listed in Attachment B of that memorandum, to be eligible for reimbursement from CFCIP funds.

II. Allocation Methodology

The FFY 2005-2006 allocation for distribution to social services districts represents 97 percent of the total federal allocation to New York State, resulting in an allocation to districts of \$11,204,914. The remainder is being reserved by the Office of Children and Family Services (OCFS) for two purposes: (1) to support IL services for youth in direct care in OCFS-operated facilities and rehabilitative services programs. Districts are required to meet the IL services needs of otherwise eligible youth in OCFS custody placed in authorized voluntary agencies in the same manner and under the same criteria as youth in the custody of the commissioner of social services; and (2) to support OCFS activities related to the Chafee Foster Care Independence Act, including planning for implementation of data collection requirements. The Chafee Foster Care Independence Act requires the U.S. Department of Health and Human Services to establish a national performance assessment system to evaluate IL programs.

The allocation methodology for the FFY 2005-2006 CFCIP allocations to social services districts is comprised of two parts, taking into consideration the potential IL population and IL expenditures. Half of the available funds is allocated to districts based on each social services district’s potential IL population, which is defined as youth 14 to 21 years of age in care on September 30, 2005. Each local district is allocated an amount equal to its proportion of the potential IL eligible population in relation to the total statewide potential IL eligible population. The remaining half of the allocation is based on each social services district’s proportion of the total statewide IL claims received by March 31, 2006, applied against the FFY 2004-2005 allocations, including expenditures made after September 30, 2005. Each local district is allocated an amount equal to its proportion of the historical claims. The two parts are

then added together to get each social services district's FFY 2005-2006 total CFCIP allocation, which appears in the allocations.

This approach affords the greatest degree of stability to districts across program years, balancing population size with intensity of programming. OCFS, however, reserves the right to base future allocation methodologies on historical expenditures only.

Local social services districts are reminded that districts may claim expenditures for IL services that are directly provided by the local district staff to program recipients. These services are: academic support services, vocational training, independent living skills, and/or aftercare services. Districts are also reminded that within the service categories listed above, districts may also claim expenditures for independent living supports directly paid to youth. This would include, for example, expenditures for: cap and gowns and other fees associated with high school graduation; prom dresses; scholastic aptitude tests including SAT/ ACT/ PSAT (required for undergraduate admission to many colleges and universities); applications for admission to college or vocational training programs; examinations for attendance at a vocational training program; visits to colleges; clothing for job/college interviews; and car insurance.

Any IL claims that exceed a district's Chafee IL allocation are subject to 65 percent state reimbursement. Therefore, it is important that local social services districts submit all claims for the FFY 2005-2006 CFCIP funds.

III. Claiming

Chafee Foster Care Independence Program expenditures are claimed on the RF-4, "Independent Living Program for Foster Care Children" (LDSS-3871). Refer to the Fiscal Reference Manual, Volume 2, Chapter 3 for instructions on completing the RF-4 claim.

Chafee Foster Care Independence Program funds are available to provide reimbursement of 80 percent of social services district's expenditures, up to the amount of the allocation. Districts may meet the 20 percent match for expenditures claimed under the Chafee Foster Care Independence Program by use of in-kind and donated funds as described in 00-OCFS-LCM-32, Federal Fiscal Year 1999-2000 Independent Living Allocations.

For expenditures exceeding the district's Chafee Foster Care Independence Program allocation, social services expenditures are eligible for 65 percent state reimbursement pursuant to Chapters 53 and 411 of the Laws of 2004 and section 153-k(1) of the Social Services Law. Any donated funds or in-kind services that are a part of those expenditures and claimed for 65 percent state reimbursement are subject to special rules (refer to 02-OCFS-LCM-05, Section V, and 02-OCFS-LCM-20).

IV. Direct Charges

Effective July 1, 2003, the IL Program category was removed from the Schedule D-2 "Allocation for Claiming General Services Administration Expenditures" (LDSS-2347-B). District spending for IL services is now accounted for outside of the State Services Random Moment Study and not subject to the cost allocation formula. In other words, local social services districts may claim expenditures for IL

services (academic support services, vocational training, independent living skills, and/or aftercare services) that are directly provided by the local district staff to program recipients. These expenditures should be claimed on Schedule D (LDSS-2347) as an F30 function. From the F30 function, the local districts should report these expenditures in the proper category of service on the Schedule RF-4.

Local district administration costs related to IL cases are considered regular foster care administration (Title IV-E or Non-Title IV-E eligible). Therefore, there should be no costs reported on the administrative or A-87 costs lines on the Schedule RF-4. Local districts that include administrative or A-87 costs on the RF-4 will need to submit a supplemental claim to correct the error.

/s/ Nancy W. Martinez

Issued By:

Name: Nancy W. Martinez

Title: Director

Division/Office: Strategic Planning and Policy Development

/s/ Susan A. Costello

Issued By:

Name: Susan A. Costello

Title: Deputy Commissioner

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ATTACHMENT A

DISTRICT ALLOCATIONS
CHAFEE FOSTER CARE INDEPENDENCE PROGRAM (CFCIP) FUNDS
10/1/05 to 9/30/06

District	Allocation	District	Allocation
Albany	119,858	Orange	126,149
Allegany	20,621	Orleans	10,773
Broome	101,275	Oswego	59,654
Cattaraugus	28,777	Otsego	14,931
Cayuga	20,359	Putnam	3,594
Chautauqua	29,446	Rensselaer	49,848
Chemung	51,493	Rockland	83,837
Chenango	9,836	St. Lawrence	31,843
Clinton	22,436	Saratoga	44,560
Columbia	49,093	Schenectady	86,755
Cortland	23,175	Schoharie	8,083
Delaware	59,520	Schuyler	1,638
Dutchess	59,868	Seneca	5,424
Erie	305,086	Steuben	49,925
Essex	10,989	Suffolk	253,522
Franklin	25,404	Sullivan	23,025
Fulton	17,516	Tioga	8,802
Genesee	28,438	Tompkins	48,647
Greene	19,942	Ulster	102,661
Hamilton	856	Warren	20,305
Herkimer	22,014	Washington	10,302
Jefferson	21,741	Wayne	16,430
Lewis	3,223	Westchester	268,700
Livingston	6,729	Wyoming	25,979
Madison	24,846	Yates	7,146
Monroe	458,162	St. Regis Mohawk	2,139
Montgomery	15,202		
Nassau	214,285	Upstate Totals	3,445,056
Niagara	36,278		
Oneida	106,032	New York City	7,759,858
Onondaga	156,376		
Ontario	11,508	Statewide Totals	11,204,914