



Office of Children and Family Services

Andrew M. Cuomo
Governor

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Acting Commissioner

Local Commissioners Memorandum

Transmittal:	18-OCFS-LCM-08 (REVISED March 29, 2019)
To:	Local District Commissioners
Issuing Division/Office:	Division of Administration / Bureau of Budget Management
Date:	
Subject:	SFY 2018-19 Social Services Block Grant (Title XX) Allocations
Contact Person(s):	See page 4
Attachments:	Federal Fiscal Year (FFY) 2018 Social Services Block Grant (Title XX) Allocations as authorized by the SFY 2018-19 Budget <ul style="list-style-type: none">• Attachment A: <i>Adult Protective and Domestic Violence Services</i>• Attachment B: <i>All Other Eligible Title XX Services</i>• Attachment C: <i>Attachment for U.S. Department of Health and Human Services Grants</i>

I. Purpose

The purpose of this New York State Office of Children and Family Services (OCFS) 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) 2018-19. **This LCM was revised to include *Attachment for U.S. Department of Health and Human Services Grants*, which must be provided to all subrecipients per 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.**

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) 2018,

New York State is expected to receive \$96,483,275, a net decrease of \$448,651 from the prior year.

Approximately 5 percent of the total New York State allotment or \$4,824,164 is allocated to support training activities for LDSSs and OCFS staff. The remaining amount of \$91,659,111 is allocated to LDSSs. Chapter 53 of the Laws of 2018 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 \$25,659,111 will be available to reimburse other eligible Title XX services expenditures. The funds are available to reimburse for eligible expenditures made from October 1, 2017, through September 30, 2018, and must be final accepted in the Automated Claiming System (ACS) by March 31, 2019.

III. Other Related 2018-19 Budget Actions

The SFY 2018-19 Enacted Budget continues to appropriate \$964 million of Temporary Assistance for Needy Families (TANF) funding for the Flexible Fund for Family Services (FFFS). Under the FFFS, child welfare services may be funded for families that meet the TANF-Emergency Assistance to Families (EAF) eligibility criteria and/or for families with incomes up to 200 percent of the federal poverty level. LDSSs also 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 percent of the federal poverty level. Recipients of the Title XX below 200 percent funds also must be either U.S. citizens or qualified aliens as defined by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

Among the programs that can be supported with funds transferred to Title XX from an LDSS's FFFS allocation are the TANF Transfer to Title XX below 200 percent for preventive, child protective, aftercare and adoption services, and the TANF transfer to Title XX for otherwise eligible Title XX below 200 percent expenditures. Consistent with federal statute, a statewide total of 30 percent of the state's total TANF funds may be transferred to the Child Care and Development Block Grant (CCDBG) and/or to the Title XX SSBG, with an upward statewide limit of 10 percent for the Title XX transfer. Under Chapter 53 of the Laws of 2018, for SFY 2018-19, an LDSS may transfer up to 32 percent of its FFFS allocation to the amount of TANF funds that may be transferred to the CCDBG and Title XX combined, with up to 25 percent of its FFFS allocation going to Title XX.

With the establishment of FFFS in SFY 2005-06, district-specific child welfare services thresholds were enacted. For SFY 2018-19, the total combined threshold continues to be \$342,322,341. In order for districts to receive state reimbursement for eligible child welfare expenditures, each district must expend FFFS funds for Title XX below 200 percent, TANF-EAF child welfare services, FFFS child welfare direct services for families with income below 200 percent, and administration at a level equal to or greater than that district's portion of the \$342,322,341 statewide child welfare services threshold. If districts do not meet the child welfare threshold through child welfare expenditures under FFFS and FFFS funds transferred to Title XX, they will not receive 62 percent reimbursement for their other child welfare costs, other than community optional preventive services.

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 \$25,659,111 for the reimbursement of other eligible Title XX services expenditures for a total of \$91,659,111. 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 percent reimbursement to LDSSs for eligible Title XX services expenditures for APS and for residential services for victims of DV who are determined to be ineligible for public assistance during the time they are in a residential program for such victims and for non-residential services for victims of DV (collectively “DV services”), incurred on or after October 1, 2017, through September 30, 2018, and claimed by March 31, 2019, for settlement purposes. Allocation of this funding is based on each LDSS’s share of claims for those services, adjusted by the applicable cost allocation methodology and net of any retroactive payments, for the 12-month period ending June 30, 2017, that was submitted on or before January 2, 2018.

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 in excess of the allocation are eligible for state reimbursement at the rate of 98 percent of 50 percent (or 49 percent) 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 percent. 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 percent of the federal poverty income level for the family.

All Other Eligible Title XX Services (Attachment B): The remaining funding amount of \$25,659,111 may be used to reimburse other eligible Title XX services expenditures incurred on or after October 1, 2017, through September 30, 2018, and claimed by March 31, 2019, 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, 2017, that was submitted on or before January 2, 2018. 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, other than APS, DV services and child welfare services, in excess of the allocation 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. Contact Information / Questions

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

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

FFFS Plan:

Norma MacDonald (518) 473-0401
Norma.MacDonald@otda.ny.gov

Fiscal Claiming:

Claiming Questions (Upstate): Dan Stuhlman (518) 474-7549
Dan.Stuhlman@otda.ny.gov

Claiming Questions (Downstate): Michael Simon (212) 961-8250
Michael.Simon@otda.ny.gov

/s/ Derek J. Holtzclaw

Issued by:

Name: Derek J. Holtzclaw
Title: Deputy Commissioner for Administration
Division/Office: Administration

Attachment A
Title XX
FFY 2018
Adult Protective and Domestic Violence Services

District	Allocation	District	Allocation
Albany	1,267,625	Ontario	144,381
Allegany	73,670	Orange	798,706
Broome	337,463	Orleans	53,033
Cattaraugus	128,297	Oswego	206,557
Cayuga	149,066	Otsego	111,379
Chautauqua	197,927	Putnam	104,729
Chemung	206,637	Rensselaer	221,657
Chenango	97,755	Rockland	668,545
Clinton	181,822	Saratoga	163,909
Columbia	132,032	Schenectady	334,727
Cortland	116,948	Schoharie	76,374
Delaware	161,271	Schuyler	38,086
Dutchess	852,272	Seneca	54,609
Erie	1,485,421	Steuben	158,724
Essex	94,431	Saint Lawrence	197,756
Franklin	82,812	Suffolk	1,948,784
Fulton	71,036	Sullivan	168,865
Genesee	70,123	Tioga	81,840
Greene	88,833	Tompkins	157,034
Hamilton	5,242	Ulster	318,214
Herkimer	82,625	Warren	81,425
Jefferson	202,084	Washington	79,525
Lewis	49,149	Wayne	95,713
Livingston	136,140	Westchester	2,500,201
Madison	148,685	Wyoming	29,844
Monroe	882,610	Yates	32,719
Montgomery	64,255		
Nassau	1,342,093	Upstate	18,733,770
Niagara	264,931		
Oneida	293,437	New York City	47,266,230
Onondaga	639,742		
		Statewide	66,000,000

Attachment B
Title XX
FFY 2018
All Other Eligible Title XX Services

District	Allocation	District	Allocation
Albany	134,790	Ontario	59,540
Allegany	37,118	Orange	369,439
Broome	129,064	Orleans	18,594
Cattaraugus	38,965	Oswego	104,054
Cayuga	35,940	Otsego	30,501
Chautauqua	57,899	Putnam	59,360
Chemung	135,134	Rensselaer	89,002
Chenango	23,528	Rockland	162,834
Clinton	82,432	Saratoga	61,165
Columbia	61,159	Schenectady	249,203
Cortland	35,973	Schoharie	62,204
Delaware	37,747	Schuyler	17,755
Dutchess	309,966	Seneca	34,246
Erie	636,361	Steuben	86,958
Essex	28,382	Saint Lawrence	52,187
Franklin	36,687	Suffolk	558,996
Fulton	32,219	Sullivan	74,196
Genesee	21,603	Tioga	26,524
Greene	30,158	Tompkins	54,120
Hamilton	2,391	Ulster	120,376
Herkimer	26,033	Warren	23,262
Jefferson	70,670	Washington	31,555
Lewis	15,648	Wayne	59,767
Livingston	47,030	Westchester	1,266,163
Madison	39,357	Wyoming	10,407
Monroe	259,928	Yates	12,924
Montgomery	21,968		
Nassau	631,265	Upstate	7,309,264
Niagara	138,876		
Oneida	124,958	New York City	18,349,847
Onondaga	330,683		
		Statewide	25,659,111

**ATTACHMENT FOR U.S. DEPARTMENT OF HEALTH AND HUMAN
SERVICES GRANTS**

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	Attachment A and B
(ii)	Subrecipient’s unique entity identifier	County LDSS office
(iii)	Federal Award Identification Number (FAIN)	1801NYSOSR
(iv)	Federal award date of award to the recipient by the HHS awarding agency	10/23/2017
(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	Attachment A and B
(vii)	Total amount of the federal funds obligated to the subrecipient by the pass-through entity, including the current obligation	Attachment A and B
(viii)	Total amount of the award committed to the subrecipient by the pass-through entity	Attachment 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 minimum rate is charged per section 75.414)	Unless otherwise noted, the indirect cost rate is 5.14 percent for State Fiscal Year 2018-19 and will increase to 6.54 percent for State Fiscal Year 2019-20. These rates are provided to OCFS by the New York State Division of the Budget.