

NEW YORK STATE  
OFFICE OF CHILDREN AND FAMILY SERVICES

**Attachment B**

**ATTESTATION OF USE OF FAMILY FIRST TRANSITION FUNDS**

**Instruction:**

This form must be completed to receive Family First Transition Funds. Please complete and return to [FamilyFirstNY@ocfs.ny.gov](mailto:FamilyFirstNY@ocfs.ny.gov) by **June 15, 2019**. Such funds will not be used to supplant any other state or local funds. Claims for reimbursement under this appropriation will not be submitted for the same type and level of funding covered by any other state or locally authorized appropriation.

**Section I**

This is to certify that Herkimer (insert LDSS name) plans to use the allocation of these funds authorized in the amount of \$ 30,000 toward one of the purposes listed below. This plan is subject to change based on individualized technical assistance and strategy selection. How the funds were used will be documented in the *Family First Transition Fund Progress Report* (Attachment C). Outcomes resulting from such expenditures will be documented in the *Family First Transition Fund Outcomes Report* (Attachment D).

**Plan for use of funds: (Check all that apply.)**

- Additional/enhanced targeted technical support
- Family search and engagement
- Enhancing support for foster parents
- Supporting kinship foster parents in meeting approval/certification requirements
- Improving recruitment and retention of foster families, including kinship caregivers
- Establishing administrative review teams to review proposed placements in non-kinship and congregate care settings
- Other (describe)

**Section II**

The LDSS agrees to participate in OCFS administered centralized technical assistance, and may receive additional technical assistance which may include one or more of the following:

- OCFS administered LDSS-specific technical assistance to assist with data analysis
- Consultant administered strategy development, system improvements and monitoring progress toward target goals

The LDSS has already received technical assistance toward the goal of reducing children in congregate care and increasing children in kinship foster care settings:

- Yes    No

If yes, describe:

N/A
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**Section III**

**Instruction:**

OCFS has set statewide target goals for the percentage of children in foster care living in congregate care and kinship foster care, to be achieved by September 30, 2021, as follows: **12% congregate care placements and 30% kinship foster care placements**. To assist the state in meeting these targets, the LDSS must identify target goals to reduce congregate care and increase kinship foster care to be achieved by September 30, 2021. Progress toward these goals, as of September 30, 2020, will be documented in the *Family First Transition Fund Outcomes Report* due November 1, 2020.

Utilizing the data provided on the next page, fill in the placement percentages as of December 31, 2018. Establish and fill in target goals<sup>1</sup> which may also be identified in the 3-year Retention and Recruitment Plan:

1. Reduce congregate care from 17 % (on December 31, 2018) to 14 % by September 30, 2021
2. Increase kinship<sup>2</sup> foster care from 6 % (on December 31, 2018) to 10 % by September 30, 2021

Describe below how the LDSS will engage kinship resources with direct custody orders (1017) to consider becoming certified or approved foster parents

Herkimer County DSS plans to contract with an area agency to provide a part-time "Kinship Liaison" position. The Kinship Liaison would be responsible for, but not limited to, the following job tasks:

- Go out with or without a CPS Caseworker to the family's home to discuss possible, suitable family resources if DSS determines the child(ren) need to be removed from the home for safety reasons.  
As a third party person, the family might be more willing to brainstorm family resources to be a placement option for the children.
- Contact/meet with the possible family resource(s) about options they have in caring for their "relative" (e.g. open as a 1017 placement and maintain custody; open as a relative foster parent)
- Discuss the benefits and challenges of each kinship option and answer any questions the family resource person may have.
- Provide mandated kinship written documents for the family resource person to review.
- Describe adoption or kinship guardianship options that might be lost based on the kinship choice the family resource person makes.
- If the family resource person chooses to open as a foster home, link that resource with the DSS staff person who would certify the home (home finder).
- Provide input about the family resource person(s) in meetings with CPS and Foster Care senior staff to assist in planning appropriately for the placement.
- Provide support to the family resource person to resolve any issues (e.g. act as liaison between the resource person and DSS) if the resource person is having difficulty maintaining the child(ren) in his/her home.
- Support "relative" caregivers in meeting the foster home approval/certification requirements (e.g. act as liaison between the relative and DSS home finder)
- Go out with PINS/JD Unit staff (or alone to those families) to discuss possible family resources that might be able to manage the child's behaviors to avoid a placement.

#### Section IV

Name and title of person completing the form: Lisa Burdick Date: 06 / 13 / 2019

Director of Services

Name of commissioner: Timothy Seymour Date: 6 / 13 / 19

Commissioner's signature: 

<sup>1</sup> Measured from an in-care sample of children in the care and custody of the LDSS in such setting on December 31, 2018 and September 30, 2021

<sup>2</sup> Kinship foster care includes both approved foster homes, and certified foster homes where the foster parent is a relative or a non-relative with a positive relationship to the child or child's family (i.e. godparent, neighbor, family friend).

Number and Percentage of Children in LDSS Custody by Select Placement Setting Types on December 31st

	12/31/2016					12/31/2017					12/31/2018							
	Total Children In LDSS Custody <sup>1</sup>		Approved Relative Home <sup>2</sup>		Institution/Group Care <sup>3</sup>		Total Children In LDSS Custody <sup>1</sup>		Approved Relative Home <sup>2</sup>		Institution/Group Care <sup>3</sup>		Total Children In LDSS Custody <sup>1</sup>		Approved Relative Home <sup>2</sup>		Institution/Group Care <sup>3</sup>	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
<b>Total</b>	<b>19,126</b>	<b>3,693</b>	<b>19%</b>	<b>3,334</b>	<b>17%</b>	<b>18,623</b>	<b>4,095</b>	<b>22%</b>	<b>3,173</b>	<b>17%</b>	<b>18,081</b>	<b>4,505</b>	<b>25%</b>	<b>2,971</b>	<b>16%</b>			
ALBANY	228	8	4%	75	33%	239	12	5%	70	29%	232	13	6%	58	25%			
ALLEGANY	58	8	14%	11	19%	57	12	21%	9	16%	47	14	30%	10	21%			
BROOME	269	13	5%	67	25%	275	13	5%	71	26%	291	12	4%	65	22%			
CATTARAUGUS	75	4	5%	13	17%	65	3	5%	20	31%	54	10	19%	11	20%			
CAYUGA	68	1	1%	20	29%	66	1	2%	12	18%	71	1	1%	5	7%			
CHAUTAQUA	111	5	5%	20	18%	112	19	17%	22	20%	116	14	12%	22	19%			
CHEMUNG	90	2	2%	17	19%	101	10	10%	16	16%	97	18	19%	11	11%			
CHENANGO	60	16	27%	8	13%	54	9	17%	6	11%	67	9	13%	4	6%			
CLINTON	78	5	6%	12	15%	79	3	4%	13	16%	85	13	15%	17	20%			
COLUMBIA	59	3	5%	22	37%	41	2	5%	15	37%	47	0	0%	20	43%			
CORTLAND	53	7	13%	4	8%	55	5	9%	5	9%	61	11	18%	7	11%			
DELAWARE	66	0	0%	3	5%	44	0	0%	2	5%	37	0	0%	1	3%			
DUTCHESS	312	33	11%	106	34%	288	34	12%	92	32%	227	48	21%	60	26%			
ERIE	979	84	9%	238	24%	942	139	15%	199	21%	837	150	18%	178	21%			
ESSEX	40	9	23%	4	10%	53	10	19%	9	17%	67	8	12%	14	21%			
FRANKLIN	136	15	11%	9	7%	191	54	28%	7	4%	171	52	30%	9	5%			
FULTON	39	2	5%	17	44%	32	0	0%	13	41%	27	1	4%	10	37%			
GENESEE	80	6	8%	19	24%	59	6	10%	11	19%	69	3	4%	13	19%			
GREENE	72	26	36%	20	28%	59	11	19%	19	32%	57	5	9%	15	26%			
HAMILTON	1	0	n/a	1	n/a	2	0	0%	1	50%	2	0	0%	1	50%			
HERKIMER	81	1	1%	23	28%	94	3	3%	23	24%	90	5	6%	15	17%			
JEFFERSON	108	5	5%	6	6%	112	2	2%	8	7%	134	20	15%	9	7%			
LEWIS	16	1	6%	1	6%	5	0	0%	1	20%	13	0	0%	0	0%			
LIVINGSTON	51	0	0%	9	18%	36	0	0%	7	19%	37	2	5%	7	19%			
MADISON	37	4	11%	15	41%	31	1	3%	8	26%	34	5	15%	10	29%			
MONROE	424	8	2%	103	24%	437	13	3%	98	22%	482	15	3%	91	19%			
MONTGOMERY	59	1	2%	19	32%	70	1	1%	17	24%	56	1	2%	18	32%			
NASSAU	187	16	9%	56	30%	156	12	8%	48	31%	192	19	10%	70	36%			
NEW YORK	11218	3007	27%	1378	12%	10903	3234	30%	1390	13%	10309	3389	33%	1333	13%			
NIAGARA	184	7	4%	41	22%	179	9	5%	37	21%	185	17	9%	35	19%			
ONEIDA	225	27	12%	60	27%	215	24	11%	68	32%	223	41	18%	63	28%			
ONONDAGA	378	6	2%	94	25%	385	25	6%	80	21%	437	84	19%	79	18%			
ONTARIO	83	9	11%	10	12%	66	11	17%	9	14%	59	11	19%	10	17%			
ORANGE	392	48	12%	81	21%	409	70	17%	81	20%	387	78	20%	59	15%			
ORLEANS	40	0	0%	8	20%	41	2	5%	5	12%	33	0	0%	5	15%			
OSWEGO	64	3	5%	18	28%	110	12	11%	21	19%	157	17	11%	17	11%			
OTSEGO	34	0	0%	5	15%	33	2	6%	5	15%	36	3	8%	3	8%			
PUTNAM	23	2	9%	4	17%	17	2	12%	4	24%	22	4	18%	5	23%			
RENSSELAER	97	1	1%	50	52%	83	0	0%	37	45%	81	2	2%	37	46%			
ROCKLAND	58	3	5%	22	38%	64	4	6%	15	23%	68	14	21%	10	15%			
SARATOGA	57	0	0%	24	42%	61	1	2%	21	34%	54	2	4%	18	33%			
SCHENECTADY	249	29	12%	61	24%	219	24	11%	76	35%	237	31	13%	65	27%			
SCHOHARIE	53	1	2%	12	23%	50	1	2%	12	24%	59	0	0%	11	19%			
SCHUYLER	24	1	4%	0	0%	22	0	0%	5	23%	25	3	12%	8	32%			
SENECA	45	3	7%	8	18%	50	3	6%	9	18%	43	3	7%	9	21%			
ST. LAWRENCE	192	7	4%	30	16%	186	15	8%	22	12%	239	34	14%	23	10%			
ST. REGIS	18	2	11%	1	6%	18	11	61%	2	11%	20	10	50%	3	15%			
STEBEN	105	2	2%	20	19%	93	3	3%	12	13%	112	6	5%	21	19%			
SUFFOLK	605	95	16%	175	29%	604	113	19%	172	28%	535	136	25%	154	29%			
SULLIVAN	84	1	1%	24	29%	101	1	1%	35	35%	133	2	2%	36	27%			
TIOGA	31	4	13%	6	19%	25	5	20%	5	20%	30	6	20%	7	23%			
TOMPKINS	124	35	28%	12	10%	96	32	33%	13	14%	73	26	36%	8	11%			
ULSTER	143	33	23%	38	27%	168	49	29%	38	23%	191	67	35%	45	24%			
WARREN	48	2	4%	13	27%	32	0	0%	9	28%	26	0	0%	6	23%			
WASHINGTON	56	0	0%	14	25%	49	3	6%	3	6%	42	4	10%	7	17%			
WAYNE	36	0	0%	5	14%	26	0	0%	8	31%	23	0	0%	4	17%			
WESTCHESTER	571	81	14%	187	33%	503	63	13%	140	28%	495	64	13%	128	26%			
WYOMING	41	0	0%	13	32%	45	0	0%	15	33%	35	0	0%	11	31%			
YATES	11	1	9%	2	18%	15	1	7%	2	13%	12	2	17%	0	0%			

Notes: Prepared by the OCFB Bureau of Research, Evaluation and Performance Analytics on 4/30/2019  
<sup>1</sup> Total Children in LDSS Custody refers to all children in the care and custody of the local district on 12/31; this includes youth in 24-hour care, absent youth and youth on trial discharge status.  
<sup>2</sup> Approved relative home includes all children in an approved relative foster home as of 12/31; both children in 24-hour care and children on absent status are included. Children living in certified foster/adoptive homes where the foster parent is a relative are not captured in this category.  
<sup>3</sup> Institution/group care includes all children living in a an agency operated boarding home, group home, group residence, or institutional setting on 12/31. Children living in supervised independent living programs are not included in this category. Both children in 24-hour care and children on absent status are included in the category total.