



Office of Children and Family Services

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Acting Commissioner

Local Commissioners Memorandum

Transmittal:	18-OCFS-LCM-09
To:	Local District Commissioners
Issuing Division/Office:	Division of Administration Bureau of Budget Management
Date:	June 21, 2018
Subject:	State Fiscal Year (SFY) 2018-19 Foster Care Block Grant Allocations
Contact Person(s):	See VI. Contact Information
Attachments:	A. State Fiscal Year (SFY) 2018-19 Foster Care Block Grant Allocations

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to provide local departments of social services (LDSSs) with their Foster Care Block Grant allocations for State Fiscal Year (SFY) 2018-19.

II. Background

The Child Welfare Financing Law promotes a reduction in the use of foster care placements through two components:

1. A Foster Care Block Grant capping state reimbursement at amounts annually allocated to LDSSs for foster care services and administration.
2. After the application of available federal funds, uncapped state reimbursement for child welfare services other than Community Optional Preventive Services (COPS), foster care services, and foster care administration.

The SFY 2018-19 state appropriation for the Foster Care Block Grant is \$383,526,000, and continues the adjustments aligning state and local funding shares with the historical intent of the Foster Care Block Grant.

III. Other Related SFY 2018-19 Budget Actions

The SFY 2018-19 Enacted Budget continues to appropriate \$964 million of funding for the Flexible Fund for Family Services (FFFS) that provides LDSSs with the flexibility to

determine local funding priorities. For information on what LDSSs can use their FFFS allocation to fund, please refer to the following Administrative Directive (ADM) from the Office of Temporary and Disability Assistance (OTDA): 18-ADM-04 2018-19, *Flexible Fund for Family Services (FFFS)*.

LDSSs will receive separate guidance for indicating the portion of their FFFS allocations they use to reimburse expenditures associated with Emergency Assistance to Families (EAF) Juvenile Delinquents (JD), EAF Persons in Need of Supervision (PINS), EAF Tuition, EAF Foster Care Administration, and EAF Foster Care Maintenance.

An LDSS's claims may be eligible for federal funding even if they exceed the LDSS's Foster Care Block Grant allocation for the current fiscal year if those claims are

- eligible to receive federal funding under Title IV-E Foster Care, Chaffee Independent Living, or EAF; and
- up to the amount of the LDSS's FFFS allocation it chooses to use for EAF JD, EAF PINS, EAF Tuition, EAF Foster Care Administration, or EAF Foster Care Maintenance Actions.

IV. Program Implications

The Foster Care Block Grant includes state reimbursement for the following foster care services during SFY 2018-19:

- Care and maintenance, including clothing and special payments; supervision; administrative costs claimed on Schedule D-2 and Schedule K; and tuition costs for foster children placed in New York State Office of Mental Health (OMH)-licensed residential treatment facilities, as well as in New York State Office of Children and Family Services (OCFS)-licensed child care institutions, other than tuition costs for New York City foster children
- New York City Administration for Children's Services (ACS) Close to Home (CTH) program non-secure CTH foster care expenditures may be claimed for reimbursement as 100 percent state share using Foster Care Block Grant funds subject to the limitation on state reimbursement for tuition expenditures.
- Supervision of foster care children in federally funded job corps programs
- Care, maintenance, supervision, and tuition of adjudicated JD and PINS placed in residential programs operated by authorized agencies and in out-of-state residential programs except for tuition for New York City foster children, including adjudicated JD and PINS
- Provision and administration of the Kinship Guardianship Assistance Program (KinGAP), including: assistance payments to relative and successor guardians made until the child's 18th birthday or until the child's 21st birthday if certain requirements are met; and nonrecurring guardianship expenses. For more information on KinGAP, please refer to 11-OCFS-ADM-03 and 18-OCFS-ADM-03. For more information on KinGAP successor guardians, please refer to 16-OCFS-ADM-10.

Except for regular foster boarding home programs and pass-through payments to foster parents, Section 398-a of the Social Services Law prohibits LDSSs from paying less than the Maximum State Aid Rates (MSAR) established by OCFS for congregate care

programs and for administrative and services rates for therapeutic, special needs, or emergency foster home programs operated by a voluntary agency.

If an LDSS claims less than its full Foster Care Block Grant allocation, it may use the unexpended funds in the next SFY for the LDSS's expenditures on the following services:

- Preventive, including reunification
- Independent living
- Aftercare

The Foster Care Block Grant **can't** be used for the following:

- Federal reimbursement for foster care costs¹
- Tuition costs for New York City foster children
- State expenditures made on behalf of youth placed in OCFS-operated facilities
- State reimbursement for claims that have separate appropriations available for expenditures, such as the following:
 - ❖ Committee on Special Education (CSE) payments
 - ❖ Dormitory Authority payments in excess of the Foster Care Block Grant (See Fiscal Reference Manual Volume 2 Chapter 4 – Institutional Rates)
 - ❖ Foster care and kinship services for Indian tribes
 - ❖ Medical assistance payments for children in foster care
 - ❖ Independent Living Services (except for those LDSSs that have funds left over from their SFY 2017-18 Foster Care Block Grant allocation – See V. Claiming)

Allocation Methodology

The claims-based methodology used to allocate the Foster Care Block Grant funding continues the focus on safety, well-being, and permanency for children while a set-aside incentive encourages LDSSs to intensify their efforts to reduce foster care days.

The SFY 2018-19 appropriation for state reimbursement for foster care services is \$383,526,000 and is allocated as follows:

- \$347,076,000 of the appropriation is allocated to LDSSs according to their respective shares of statewide gross original and supplemental foster care claims net of cancellations and refunds for the 12-month period ending June 30, 2017 and submitted to the state on or before January 2, 2018.
- \$9,112,500 (25 percent of a set-aside incentive) per the reduction in the utilization of foster care days from Federal Fiscal Year (FFY) 2013 to FFY 2015
- \$27,337,500 (75 percent of a set-aside incentive) per the reduction in the utilization of foster care days from FFY 2015 to FFY 2017

LDSS allocations for each component of the SFY 2018-19 Foster Care Block Grant are provided in Attachment A.

¹ Federal reimbursement will not be affected by the Foster Care Block Grant and will be settled through claim settlements subject to the availability of federal funds.

V. Claiming

There is no Maintenance of Effort (MOE) requirement associated with the Foster Care Block Grant.

Foster Care Block Grant costs are reimbursed during the SFY through a bottom-line adjustment instead of a claim settlement. Submitted claims for a particular SFY year that do not receive state reimbursement during that SFY may not be claimed against the next year and there is no additional state funding if an LDSS exceeds its allocation for a particular fiscal year.

Reimbursement Schedule for the SFY 2018-19 Foster Care Block Grant

Foster Care Maintenance Claims	January 1, 2018 through December 31, 2018
Foster Care Administration Claims	October 1, 2017 through September 30, 2018
Foster Care Tuition Claims for Eligible Counties and Municipalities	January 1, 2018 through December 31, 2018
RF17 Claim Package	October 1, 2018 through September 30, 2019

Please refer to the *Fiscal Reference Manual* (FRM) available at <https://otda.ny.gov/resources/fiscal-reference/> for instructions on claiming the Foster Care Block Grant expenditures:

<u>Program Type</u>	<u>Schedule</u>	<u>Form Number</u>	<u>FRM Volume</u>	<u>FRM Chapter</u>
Foster Care	Schedule K	LDSS-3479	Volume 2	Chapter 3
Foster Care	Schedule H	LDSS-4283	Volume 2	Chapter 3
Foster Care	Schedule D-2	LDSS-2347-B	Volume 3	Chapter 9
Foster Care	Schedule RF-17 Statement	LDSS-4975	Volume 3	Chapter 18
KinGAP	Schedule K	LDSS-3479	Volume 2	Chapter 3
KinGAP	Schedule D-2	LDSS-2347-B	Volume 3	Chapter 9

Unclaimed Foster Care Block Grant

SFY 2018-2019 Unclaimed Foster Care Block Grant funds that an eligible LDSS uses during SFY 2019-2020 for eligible preventive, independent living, or aftercare services must be reported through the RF17 Claim Package:

- Identify these costs as F17 functional costs and report them in RF2A claim package, Schedule D, column F17.
- Report the individual project costs under project label FCBG Savings FY 2019 on LDSS-4975A, *RF-17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Projects*.
- For October 1, 2018, through September 30, 2019, report program costs as Object of Expense 37 – Special Project Program Expense on LDSS-923B, *Summary-Program, Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs*, page 2.
- Report total project costs and share on LDSS-4975, *Monthly Statement of Special Project Claims Federal and State Aid (RF-17)*.

- The reported expenditures are eligible for 100 percent state reimbursement up to the amount of the unclaimed Foster Care Block Grant funds from the SFY 2018-2019 allocation. If the LDSS has insufficient unclaimed Foster Care Block Grant funds available from the SFY 2018-2019 allocation, the claims are subject to 62 percent state reimbursement net of any available federal funds.

VI. Contact Information

Please see the chart below to determine how to direct your Foster Care Block Grant questions:

Topic	LDSS Region	Contact Person	Contact Phone	Contact Email Address
Allocations	All	Christine Bowers	(518) 474-1361	Christine.Bowers@ocfs.ny.gov
Program	Buffalo	Amanda Darling	(716) 847-3145	Amanda.Darling@ocfs.ny.gov
	Rochester	Karen Buck	(585) 238-8201	Karen.Buck@ocfs.ny.gov
	Syracuse	Sara Simon	(315) 423-1200	Sara.Simon@ocfs.ny.gov
	Albany	John Lockwood	(518) 486-7078	John.Lockwood@ocfs.ny.gov
	Spring Valley	Yolanda Désarmé	(845) 708-2498	Yolanda.Desarme@ocfs.ny.gov
	New York City	Ronni Fuchs	(212) 383-1676	Ronni.Fuchs@ocfs.ny.gov
FFFS	All	Susanne Haag	(518) 486-6291	Susanne.Haag@otda.ny.gov
Claiming	Regions 1-4	Dan Stuhlman	(518) 474-7549	Dan.Stuhlman@otda.ny.gov
	Regions 5 & 6	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

State Fiscal Year (SFY) 2018-19 Foster Care Block Grant Allocations

District	Prorated Foster Care Claims	Set Aside Based on Trended Change for 2013-2015	Set Aside Based on Trended Change for 2015-2017	Allocation
Albany	\$5,451,116	\$0	\$0	\$5,451,116
Allegany	\$1,120,616	\$0	\$425,445	\$1,546,061
Broome	\$5,234,494	\$202,776	\$99,743	\$5,537,013
Cattaraugus	\$1,495,673	\$0	\$427,910	\$1,923,583
Cayuga	\$1,680,187	\$68,248	\$134,157	\$1,882,592
Chautauqua	\$1,893,897	\$10,589	\$56,961	\$1,961,447
Chemung	\$1,774,931	\$16,039	\$0	\$1,790,970
Chenango	\$773,595	\$28,585	\$0	\$802,180
Clinton	\$1,608,647	\$0	\$396,843	\$2,005,490
Columbia	\$1,876,431	\$75,689	\$456,725	\$2,408,845
Cortland	\$814,058	\$171,276	\$245,981	\$1,231,315
Delaware	\$613,577	\$17,974	\$313,774	\$945,325
Dutchess	\$7,435,890	\$0	\$262,412	\$7,698,302
Erie	\$18,422,844	\$0	\$0	\$18,422,845
Essex	\$650,649	\$7,630	\$0	\$658,279
Franklin	\$1,142,208	\$0	\$0	\$1,142,208
Fulton	\$1,285,169	\$9,098	\$7,394	\$1,301,661
Genesee	\$1,318,325	\$0	\$107,168	\$1,425,493
Greene	\$1,537,164	\$68,826	\$69,224	\$1,675,214
Hamilton	\$55,296	\$0	\$0	\$55,296
Herkimer	\$1,419,472	\$51,108	\$0	\$1,470,580
Jefferson	\$1,589,830	\$26,094	\$0	\$1,615,924
Lewis	\$248,814	\$0	\$18,683	\$267,497
Livingston	\$1,212,352	\$6,006	\$0	\$1,218,358
Madison	\$1,145,821	\$44,201	\$181,078	\$1,371,100
Monroe	\$9,786,440	\$158,606	\$285,659	\$10,230,705
Montgomery	\$1,171,170	\$0	\$0	\$1,171,170
Nassau	\$7,099,902	\$151,567	\$520,016	\$7,771,485
Niagara	\$3,121,566	\$0	\$151,501	\$3,273,068
Oneida	\$5,025,172	\$0	\$289,219	\$5,314,392
Onondaga	\$8,679,417	\$0	\$122,321	\$8,801,738
Ontario	\$1,623,664	\$0	\$116,053	\$1,739,717
Orange	\$7,587,158	\$135,962	\$0	\$7,723,120
Orleans	\$663,605	\$1,457	\$0	\$665,062
Oswego	\$2,242,194	\$35,648	\$0	\$2,277,842
Otsego	\$755,994	\$65,290	\$0	\$821,284
Putnam	\$894,756	\$868	\$0	\$895,624

District	Prorated Foster Care Claims	Set Aside Based on Trended Change for 2013-2015	Set Aside Based on Trended Change for 2015-2017	Allocation
Rensselaer	\$3,067,252	\$105,331	\$576,612	\$3,749,195
Rockland	\$3,192,496	\$0	\$102,664	\$3,295,160
St. Lawrence	\$3,080,908	\$0	\$0	\$3,080,908
Saratoga	\$1,720,434	\$0	\$84,529	\$1,804,963
Schenectady	\$4,700,852	\$49,584	\$0	\$4,750,436
Schoharie	\$1,182,196	\$0	\$0	\$1,182,196
Schuyler	\$355,435	\$28,752	\$0	\$384,187
Seneca	\$957,062	\$0	\$19,930	\$976,992
Steuben	\$2,176,252	\$15,683	\$0	\$2,191,935
Suffolk	\$15,317,568	\$0	\$1,518,026	\$16,835,594
Sullivan	\$2,272,460	\$0	\$0	\$2,272,460
Tioga	\$619,027	\$38,495	\$0	\$657,522
Tompkins	\$1,701,712	\$56,380	\$359,417	\$2,117,509
Ulster	\$4,021,740	\$114,874	\$0	\$4,136,614
Warren	\$1,143,546	\$0	\$250,484	\$1,394,030
Washington	\$1,201,030	\$39,018	\$0	\$1,240,048
Wayne	\$805,601	\$44,902	\$108,354	\$958,857
Westchester	\$17,654,012	\$46,270	\$356,769	\$18,057,051
Wyoming	\$995,666	\$0	\$22,365	\$1,018,031
Yates	\$257,880	\$21,733	\$232,562	\$512,175
New York City	\$170,200,774	\$7,197,941	\$19,017,521	\$196,416,236
Statewide Totals	\$347,076,000	\$9,112,500	\$27,337,500	\$383,526,000