



Office of Children and Family Services

Andrew M. Cuomo
Governor

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Sheila J. Poole
Commissioner

Local Commissioners Memorandum

Transmittal:	19-OCFS-LCM-16
To:	Local District Commissioners
Issuing Division/Office:	Division of Administration / Bureau of Budget Management
Date:	June 27, 2019
Subject:	SFY 2019-20 Social Services Block Grant (Title XX) Allocations
Contact Person(s):	See page 4
Attachments:	Federal Fiscal Year (FFY) 2019 Social Services Block Grant (Title XX) Allocations as authorized by the SFY 2019-20 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) 2019-20. There are no notable changes from last year's issuance of this LCM.

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) 2019, New York State is expected to receive \$96,632,335, a net increase of \$149,060 from the prior year.

Approximately 5 percent of the total New York State allotment, or \$4,831,619, is allocated to support training activities for LDSSs and New York State Office of Children and Family Services (OCFS) staff. The remaining amount of \$91,800,716 is allocated to LDSSs.

Chapter 53 of the Laws of 2019 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 \$25,800,716 will be available to reimburse other eligible Title XX services expenditures. The funds are available to reimburse LDSSs for eligible expenditures made from October 1, 2018, through September 30, 2019, and must be final accepted in the Automated Claiming System (ACS) by March 31, 2020.

III. Other Related 2019-20 Budget Actions

The SFY 2019-20 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. Under the FFFS, LDSSs 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.

For information on what LDSSs can use their FFFS allocation to fund, please refer to the annual FFFS Administrative Directive (ADM) from the New York State Office of Temporary and Disability Assistance (OTDA) located at <http://otda.ny.gov/policy/directives/2019/ADM/19-ADM-06.pdf>

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, \$25,800,716 for the reimbursement of other eligible Title XX services expenditures for a total \$91,800,716. 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 not in receipt of public assistance during the time they are in a residential program, and for non-residential services for victims of DV (collectively “DV services”) incurred on or after October 1, 2018, through September 30, 2019, and claimed by March 31, 2020, 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, 2018, that was submitted on or before January 2, 2019.

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 \$25,800,716 may be used to reimburse other eligible Title XX services expenditures incurred on or after October 1, 2018, through September 30, 2019, and claimed by March 31, 2020, 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, 2018, that was submitted on or before January 2, 2019. 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

Automated Claiming System

Regions 1-5: Lauren Horn, (518) 474-7549
otda.sm.Field_Ops.I-IV@otda.ny.gov

Regions 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
Title XX
FFY 2019
Adult Protective and Domestic Violence Services

District	Allocation	District	Allocation
Albany	1,160,088	Ontario	133,038
Allegany	62,327	Orange	770,735
Broome	323,592	Orleans	48,831
Cattaraugus	118,027	Oswego	227,389
Cayuga	131,783	Otsego	104,545
Chautauqua	192,611	Putnam	95,809
Chemung	204,004	Rensselaer	200,475
Chenango	93,365	Rockland	605,545
Clinton	167,637	Saratoga	161,606
Columbia	125,505	Schenectady	337,825
Cortland	110,400	Schoharie	68,353
Delaware	159,543	Schuyler	37,294
Dutchess	845,104	Seneca	55,623
Erie	1,555,590	Steuben	151,828
Essex	97,604	Saint Lawrence	191,606
Franklin	75,553	Suffolk	1,797,213
Fulton	63,151	Sullivan	143,430
Genesee	67,264	Tioga	90,697
Greene	88,543	Tompkins	104,958
Hamilton	4,606	Ulster	309,840
Herkimer	79,046	Warren	84,543
Jefferson	198,625	Washington	70,452
Lewis	45,386	Wayne	90,397
Livingston	133,712	Westchester	2,357,016
Madison	144,015	Wyoming	28,692
Monroe	865,849	Yates	31,085
Montgomery	69,921		
Nassau	1,255,301	Upstate	17,828,144
Niagara	260,157		
Oneida	267,749	New York City	48,171,856
Onondaga	563,261		
		Statewide	66,000,000

Attachment B
Title XX
FFY 2019
All Other Eligible Title XX Services

District	Allocation	District	Allocation
Albany	144,477	Ontario	64,008
Allegany	37,814	Orange	414,819
Broome	138,898	Orleans	20,561
Cattaraugus	42,589	Oswego	122,612
Cayuga	37,894	Otsego	38,073
Chautauqua	68,747	Putnam	54,796
Chemung	143,399	Rensselaer	86,118
Chenango	27,009	Rockland	192,706
Clinton	90,510	Saratoga	70,404
Columbia	65,852	Schenectady	255,489
Cortland	43,590	Schoharie	72,665
Delaware	43,851	Schuyler	20,282
Dutchess	315,154	Seneca	33,149
Erie	630,169	Steuben	83,739
Essex	32,200	Saint Lawrence	63,053
Franklin	40,028	Suffolk	648,920
Fulton	26,635	Sullivan	70,162
Genesee	25,581	Tioga	31,668
Greene	33,719	Tompkins	48,557
Hamilton	2,450	Ulster	139,828
Herkimer	27,730	Warren	28,090
Jefferson	81,217	Washington	33,373
Lewis	15,194	Wayne	63,032
Livingston	53,598	Westchester	1,132,424
Madison	40,497	Wyoming	12,205
Monroe	309,005	Yates	14,365
Montgomery	25,299		
Nassau	717,284	Upstate	7,765,006
Niagara	164,260		
Oneida	135,736	New York City	18,035,710
Onondaga	389,522		
		Statewide	25,800,716

Attachment C

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)	1901NYSOSR
(iv)	Federal Award Date of award to the recipient by the HHS awarding agency	1/10/2019
(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 contract 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 minimus rate is charged per section 75.414)	Please see uniform guidance 45 CFR 75. However, please note that administrative costs are capped at 5%.”