



August 26, 2008

New York State  
Office of  
Children &  
Family  
Services

Ms. Marsha Werner, SSBG Program Manager  
Office of Community Assistance  
Administration of Children and Families  
U.S. Department of Health and Human Services  
Division of State Assistance  
370 L'Enfant Promenade, S.W.  
Washington, D.C. 20447

David A. Paterson  
*Governor*

Dear Ms. Werner:

Gladys Carrión, Esq.  
*Commissioner*

Capital View Office Park

52 Washington Street  
Rensselaer, NY  
12144-2796

Enclosed is New York State's report on the Social Services Block Grant, as required by Section 2004 of Title XX of the Social Security Act, enacted by Section 2352(a) of the Omnibus Reconciliation Act of 1981. This law requires that the State report on the intended use of Title XX payments prior to the expenditure of payments made to it under Section 2002 of the Social Security Act.

New York expressly reserves its right as afforded by Section 2004 of the Social Security Act to submit revisions of this report as may be required.

I trust the enclosed report and the above information are satisfactory. Please contact Robert Dick in this Office at (518) 474-3475 if you have any questions regarding the material.

Sincerely,

Nancy W. Martinez, Director  
Strategic Planning & Policy Development

cc: Mary Ann Higgins

Enclosure



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NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES  
SOCIAL SERVICES BLOCK GRANT REPORT  
TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES  
FEDERAL FISCAL YEAR 2009

**I. Introduction**

This report is submitted by New York State pursuant to the requirements set forth in section 2352 (a) of the Omnibus Budget Reconciliation Act of 1981, (P.L. 97-35), which enacted a new section 2004 of Title XX of the Social Security Act (SSA), and implementing regulations (45 CFR 96.10 and related sections). Section 2004 of the SSA requires that, prior to the expenditure by a State of payments made to it under section 2002 of the SSA, the State must report to the Department of Health and Human Services (DHHS) on the intended use of Title XX payments, including information on the types of activities to be supported and the categories and characteristics of individuals to be served.

This report is also submitted pursuant to Chapter 884 of the Laws of 1982, which requires the Governor to submit to the State Legislature a detailed report for each Federal block grant. This report is submitted for the Federal Social Services Block Grant.

This report provides the following information concerning the Social Services Block Grant:

- o Anticipated funding levels
- o State funds required
- o Allocation formula to counties and/or providers
- o Administrative costs
- o Allocation of discretionary funds
- o Allocation among services
- o Transfers between block grants
- o Any eligibility requirements
- o Estimated number of persons to be served
- o Data concerning the prior year's administration of the grant

**II. Funding Levels**

Title XX of the SSA remains a major source of funds for services provided to low-income persons by the New York State Office of Children and Family Services (OCFS). However, it should be noted that the Social Services Block Grant is only one of several sources of funding for these services. Consequently, this report provides an important account of New York State's delivery of social services but does not describe the totality of the delivery of such services.

**A. Federal Allocations**

For Federal fiscal year (FFY) 2008, New York State's allotment of Federal Title XX Social Services Block Grant funds is \$109,009,784, or \$804,893 less than the previous Federal fiscal year allotment of \$109,814,677.

## B. State Appropriations

Chapter 53 of the Laws of 2007 and Chapter 53 of the Laws of 2008 provide appropriation authority permitting OCFS to spend the Federal fiscal year 2008 grant award on local district services, State training initiatives and other eligible activities. Pursuant to this authority, \$103.6 million, or 95 percent, of the Social Services Block Grant funds are being used to reimburse social services districts for services and related administration and training, and \$5.5 million, or 5 percent, is allocated for use by OCFS for training purposes. As Federal law does not require that matching funds be provided, Chapter 53 of the Laws of 2007 and Chapter 53 of the Laws of 2008 did not include allocations of State funds for Title XX services or training in Federal fiscal year 2008.

Appropriation authority will be sought to expend Federal fiscal year 2009 grant award funds for Title XX services and training in the State fiscal year 2009 Budget.

## C. Transfer of Funds

Federal law permits the transfer of up to ten per cent (10%) of a State's allotment under a block grant to support activities under another block grant. No funds were transferred from the Social Services Block Grant to fund programs under any other block grant during Federal fiscal year 2008, nor is it anticipated that any such funds will be transferred for such purposes in Federal fiscal year 2009.

Funds from the Temporary Assistance for Needy Families (TANF) Block Grant are anticipated to be transferred to the Social Services Block Grant in Federal fiscal year 2008 and Federal fiscal year 2009, up to the maximum allowable under the law. The TANF-funded Flexible Fund for Family Services (FFFS) has been enacted by New York State in the 2008-09 State Fiscal Year (SFY) Budget for a fourth year at a level of \$654 million to provide districts with flexibility in meeting the non-assistance needs of TANF-eligible temporary assistance and low-income families, and local social services districts may again choose to transfer a portion of their FFFS allocation to the Social Services Block Grant. Since first enacted in SFY 2005-2006, FFFS transfer funds have replaced the separate State appropriation for the TANF transfer to the Social Services Block Grant that existed in prior years. The amount that districts will choose to transfer in SFY 2008-09 will be known March 31, 2009 when SFY 2008-09 local district FFFS plans become final. The amounts social services districts have chosen to transfer from the FFFS to the Social Services Block Grant were just under \$126 million in SFY 2007-08 and just over \$123 million in SFY 2006-07. These recent transfers compare to \$122 million that the State chose to transfer from TANF in SFY 2004-2005 and \$244 million that the State chose to transfer in prior years. These TANF allocations provide districts with the flexibility to determine local funding priorities. Social services districts will continue to use funds they transfer to the Social Services Block Grant from the FFFS to provide eligible Title XX services, including child welfare services such as Preventive Services, Child Protective Services, Aftercare Services or Adoption Services (including Post-Adoption Services) as well as adult protective, domestic violence and/or other services to children and/or their families with incomes less than 200 percent of the official Federal poverty level.

### **III. Allocation to Social Services Districts**

#### **A. Amount to be Allocated**

For purposes of this report, the estimated Federal appropriation level for the FFY 2009 Social Services Block Grant is \$1.7 billion, the same level as in FFY 2008; therefore, New York State is estimating that its FFY 2009 allocation will be \$109,009,784, the same level as in FFY 2008. It is anticipated that, as in past years, a majority of the funds will be allocated to social services districts.

#### **B. Method of Allocation to Local Social Services Districts**

The existing Title XX social services district allocation formula was originally devised using factors reflecting district population and expenditures. Subsequent modifications were incorporated reflecting movement toward a uniform per capita floor, and a separate formula was developed for additional funds that first became available in 1982 from the Low-Income Home Energy Assistance Block Grant. The same methodology has been applied for each subsequent Federal fiscal year through and including Federal fiscal year 2000. A change to the allocation methodology was implemented for Federal fiscal year 2001 and continues for Federal fiscal year 2008. The allocation methodology for Federal fiscal year 2009 will be determined once the FFY 2009 Federal Budget and the SFY 2009-2010 State Budget are enacted. The current allocation methodology is described more fully in Appendix A.

Allocations to social services districts during FFY 2008 from the basic allocation of Social Services Block Grant funds are \$103.6 million. These funds have been allocated among the social services districts as shown in Appendix B-1 and B-2.

Allocations to social services districts during FFY 2007 from the basic allocation of Social Services Block Grant funds totaled just over \$104.3 million. FFY 2007 is the most recent year for which preliminary estimates of expenditures can be provided. These Title XX expenditure estimates are included in the gross local district expenditure estimates under Section VI of this Report.

### **V. Anticipated Uses of Funds**

#### **A. Overview**

Funding provided by the Social Services Block Grant will be used for two broad purposes:

1. to provide specific services by the 58 social services districts and by the St. Regis Mohawk Tribe, including related training and administrative costs, either directly or through purchase-of-service contracts; and
2. to provide training or other services by OCFS, or by other agencies through purchase-of-service agreements. Other services include services consistent with the goals of Title XX and consistent with the "Uniform Definition of Services" under 45 CFR Appendix A to Part 96.

In addition, OCFS, within the context of welfare reform as established in the Personal Responsibility And Work Opportunity Reconciliation Act of 1996, and in compliance with Section 2002(f) of the Social Security Act (42 U.S.C. 1937a), may use Social Services Block Grant funds to provide vouchers. Such vouchers would be utilized as authorized by Section 2002(f) of the SSA for families ineligible for or denied cash assistance under Title IV-A because of a family cap or a durational limit on benefits for services directed at the goals set forth in Section 2001 of the Social Security Act.

B. Services Provided by Local Districts

New York State, to retain maximum flexibility, reserves the right to authorize the use of Social Services Block Grant funds for any allowable Social Services Block Grant service as defined by the Federal Administration for Children and Families, in addition to the following 22 types of services provided by social services districts and supported by the Social Services Block Grant. These specific services are defined in Appendix C.

- Adoption Support Services
- Aftercare Services
- Child Care Services
- Educational Services
- Employment Services
- Family Planning Services
- Foster Care Services for Children
- Health-Related Services
- Homemaker Services
- Home Management Services
- Housekeeper/Chore Services
- Housing Improvement Services
- Information and Referral Services
- Preventive Services for Adults
- Preventive Services for Children
- Protective Services for Adults
- Protective Services for Children
- Residential Placement Services for Adults
- Services to Victims of Domestic Violence
- Social Group Services for Senior Citizens
- Transportation Services
- Unmarried Parent Services

Related training and administrative activities of social services districts are also funded by the Social Services Block Grant.

C. State Agency Services, Including Training Activities

For FFY 2009, as in prior years, after allocating the majority of New York State's allotment of Federal Title XX Social Services Block Grant funds to social services districts, OCFS plans to maintain the remainder for other activities eligible by Federal definition, including but not necessarily limited to training or other administrative activities.

## V. Estimated Levels of Service

Some of the 22 services noted previously are required by State law to be provided to all persons in need of the service, without regard to income. Other services are mandated only to certain income or other categorical groups or under certain conditions. Delivery of services that are not mandated is a matter for determination by the social services district. The following is a general outline of mandated and non-mandated services:

### Services Mandated Without Regard to Client Income

- Adoption Support Services, Component A
- Information and Referral
- Preventive Services for Children, Component A
- Protective Services for Children
- Protective Services for Adults
- Services to Victims of Domestic Violence
- Foster Care for Children

### Services Mandated to all Clients Whose Income Falls Within State-Specified Limits

- Residential Placement Services for Adults
- Unmarried Parent Services

### Other Services Mandated Under Certain Conditions

- Aftercare Services
- Adoption Support Services, Component B
- Child Care Services
- Family Planning Services
- Home Management Services
- Homemaker Services
- Housekeeper/Chore Services
- Housing Improvement
- Health Related Services
- Transportation Services

### Other Services Not Mandated

- Educational Services
- Employment Services
- Preventive Services for Adults
- Preventive Services for Children, Component B
- Social Group Services for Senior Citizens

As noted above, certain services are required to be provided without regard to income. Eligibility categories are described more fully in the service definitions set out in Appendix C. Statewide maximum income eligibility standards apply to certain other services, but social services districts may set lower income eligibility standards for any such services, with one exception. TANF funds transferred to the Social Services Block Grant can only be used to provide eligible Title XX services to children or their families whose income is less than 200 percent of the official Federal poverty level. Income eligibility standards for the various mandated and optional services and the statewide fee structure for Child Care Services are summarized in Appendixes D and E respectively.

Estimated Expenditures of Title XX Allocation and Persons to be Served, by Service Category

To estimate how social services districts will expend their anticipated \$103.6million of Social Services Block Grant funds for Federal fiscal year 2009, we must rely partially on the pattern of expenditures and number of clients served during the services plan year 2007, the most recent full year for which preliminary actual expenditures and client data can be provided. In the event that the Federal fiscal year 2009 award is higher or lower than anticipated, estimated expenditures by service category will increase or decrease proportionately.

<b>FFY 2009 Estimate of Local Social Services District Social Services Block Grant Allocation Expenditures and Persons To Be Served</b>		
<u>Service Category</u>	<u>Estimated Expenditure of Federal Title XX Funds (\$ In Thousands)</u>	<u>Persons To Be Served</u>
Adoption Support Services	\$0	0
Aftercare Services	0	0
Child Care Services	22,900	12,000*
Educational Services	0	0
Employment Services	0	0
Family Planning Services	0	0
Foster Care Services for Children	0	0
Health-Related Services	0	0
Home Management Services	Included in Homemaker Services	
Housekeeper/Chore Services	Included in Homemaker Services	
Housing Improvement Services	375	
Homemaker Services	390	14,800
Information and Referral Services	1,170	300,500
Other Services	1,125	40,000
Preventive Services for Adults	0	0
Preventive Services for Children	0	0
Protective Services for Adults	50,820	40,000
Protective Services for Children	0	153,000
Residential Placement Services for Adults	0	0
Services to Victims of Domestic Violence	15,180	56,000
Social Group Services for Senior Citizens	11,600	1,900
Transportation Services	0	0
Unmarried Parent Services	0	0

\*This number is an updated estimate of the average monthly calculation of persons served in this category based on actual persons served in FFY 2007, the last full year for which information is available. The estimated persons to be served, including children and adults in all other service categories, are anticipated annual figures. An unduplicated count of all persons served across all service areas is not available. Final expenditures will reflect adjustments in light of allocation ceilings.

## **VI. Expenditures and Administration of Social Services Block Grant in Federal Fiscal Year 2007**

### **A. Child and Family Services Planning Process**

Chapter 231 of the Laws of 1987 provides OCFS with permanent authority to require social services districts to develop and submit multi-year Child and Family Services Plans (CFSP) and Annual Plan Updates (APU). (See section 34-a of the Social Services Law.)

In January 2007, all counties were required to submit a single comprehensive county plan, the CFSP. These local multi-year plans require updates through an APU. Planning guidelines promote broad-based community participation in the needs assessment and planning process and the articulation of local outcomes and strategies. Regional staff in OCFS's Division of Child Welfare and Community Services (CWCS), the Office of Youth Development, and the Office of Strategic Planning and Policy Development provides technical assistance to all counties. The current guidelines for the Child and Family Services Plan are found in 06-OCFS-LCM-05 Guidelines and Instructions for Preparing Child and Family Service Plans.

### **B. Services Expenditures by Social Services Districts**

The most recent full year for which preliminary actual expenditures can be provided is FFY 2007. Social services district claims for services for the period October 1, 2006 through September 30, 2007 that are eligible for Title XX reimbursement, including reimbursement from funds transferred to Title XX from TANF, total approximately \$826 million compared to \$677 million for the previous year, an increase of approximately \$149 million. Because the amount of Federal funds available for such purposes is limited, reimbursement from Title XX is provided for only a portion of such services. Other funding sources, noted on page nine of this document, are used to reimburse remaining expenditures as appropriate. The following is a preliminary accounting of social services district expenditures by service category for FFY 2007. The expenditures include services provided by purchase of service and services provided directly. The most current figures are for expenditures reported through March 2008, and may not be a final accounting.

<b>FFY 2007 Estimate of Local Social Services District Gross Expenditures for Title XX Eligible Services &lt;1</b>	
<b>(Gross \$ In Thousands)</b>	
<u>Service Category</u>	<u>Gross Expenditures</u>
Adoption Support Services	3,768
Aftercare Services	10
Child Care Services	53,867
Educational Services	0
Employment Services	0
Family Planning Services	0
Foster Care Services for Children	0
Health-Related Services	1
Home Management Services	Included in Homemaker Services
Housekeeper/Chore Services	Included in Homemaker Services
Housing Improvement Services	1,092
Homemaker Services	2,285
Information and Referral Services	2,158
Preventive Services for Adults	Included in Adult Protective
Preventive Services for Children	400,549
Protective Services for Adults	92,015
Protective Services for Children	151,106
Residential Placement Services for Adults	0
Services to Victims of Domestic Violence	27,529
Social Group Services for Senior Citizens	27,393
Transportation Services	137
Unmarried Parent Services	1
Local District Training	5,895
All Other, Including Direct Services	58,571
<1 In order to more accurately reflect SSBG-eligible service provision on an annual basis, this expenditure estimate updated continues to be based on local district claims for the Federal fiscal year period rather than SSBG Post-expenditure data which can include expenditures from a prior year. This chart does not include expenditures for the FFY 2000-2001 Social Services Emergency Disaster Relief Grant since funds for services consistent with those provided under Title XX are available until expended.	

C. OCFS Training Expenditures

For Federal fiscal year 2007, the last full year for which actual expenditure data is available, \$5,490,734 or five percent, of the Social Services Block Grant funds was used by OCFS for training activities provided directly and training activities provided through purchase-of-service in Child Protective Services, Day Care, Protective Services for Adults (including the homeless), and other services-related areas. Training is furnished primarily to staff of social services districts and also to State staff and to staff of organizations from whom such districts purchase social services, and relates to high priority service areas and needs. Of the \$5,490,734, \$514,372 was used to support OCFS staff administering the training contracts funded by the remaining \$4,976,362. This \$5,490,734 of federal SSBG revenue represents approximately seventy-two percent of OCFS's SSBG-eligible training costs.

## **VII. Coordination with Other Funding Streams**

The Title XX funds available to New York State are insufficient to support the level of service delivery required across the State. Therefore, for each of the 22 services other Federal, State and local resources are applied. The use of a particular funding source for a specific service is determined by applicable Federal and State laws and regulations. In addition, local practice or preference may affect the funding profiles across districts. Listed below are the primary additional Federal funding sources contributing to the support of one or more of the 22 Title XX services:

Child Care and Development Fund	Title IV-B
TANF Block Grant	Title IV-E
SSI and Congregate Care Supplement	Title XIX
Family Violence Prevention and Services	

## **VIII. Social Services Emergency Disaster Relief Grant Award**

New York State received \$13.5 million in Federal fiscal year 2001 special contingency funds. These emergency funds continue to be used to provide a broad range of social and community services similar to services provided under Title XX of the Social Security Act, including, but not limited to food, temporary shelter, and child care, to provide assistance and services to victims of the terrorist attacks and persons involved in rescue, recovery and clean-up activities or security and defense activities related to the terrorist attack in New York City on September 11, 2001 and to address other consequences of such attacks.

Notwithstanding the specific services and service requirements set forth in this intended use report, New York State continues to intend to use these emergency funds and possibly a portion of the State's regular Title XX and/or Temporary Assistance to Needy Families (TANF) funds transferred to Title XX on an individual and/or group eligibility basis without regard to income or family composition and without individual case recording, case management or planning requirements. Of the \$13.5 million of Federal grant award that has been received, \$12,960,000 was allocated to ten local social services districts (Delaware, Dutchess, Nassau, Orange, Putnam, Rockland, Suffolk, Sullivan, Ulster and Westchester) and the City of New York, affected by the World Trade Center Disaster. In addition, four contracts were awarded through a Request for Applications (RFA) entitled, "Services Related to the World Trade Center Attack". The RFA was issued December 17, 2002 for the purpose of awarding contracts to qualified not-for-profit organizations for services to low income individuals living in Chinatown and/or the Lower East Side of Manhattan below 14<sup>th</sup> Street who have service needs resulting from the World Trade Center disaster. In addition, funds have been directed to training Office of Children and Family Services administrators and management staff to develop emergency plans and procedures. As of June 30, 2008, of the \$13.5 million, \$13.4 million was expended.

**METHODOLOGY USED  
FOR THE ALLOCATION OF  
FEDERAL TITLE XX FUNDS  
TO SOCIAL SERVICES DISTRICTS**

The New York State Legislature passed a SFY 2001-2002 State Budget requiring a change in the allocation of funds beginning in FFY 2000-2001. The revised allocation methodology is based on historical social services district claims for the 12 month period ending June 30 of the prior federal fiscal year, and includes a set-aside for reimbursement of expenditures for the provision and administration of adult protective services as well as residential and non-residential services for certain victims of domestic violence. This allocation methodology has continued for FFY 2007-2008. The allocation methodology for FFY 2008-2009 will be determined once the FFY 2008-2009 Federal Budget and the SFY 2009-2010 State Budget are enacted.

**Title XX  
FFY 2007-08  
Adult Protective and Domestic Violence Services**

<b>District</b>	<b>Allocation</b>	<b>District</b>	<b>Allocation</b>
Albany	1,528,120	Ontario	187,423
Allegany	102,339	Orange	930,924
Broome	513,352	Orleans	92,169
Cattaraugus	154,291	Oswego	270,875
Cayuga	159,744	Otsego	146,633
Chautauqua	339,932	Putnam	135,718
Chemung	276,465	Rensselaer	339,790
Chenango	105,332	Rockland	1,007,166
Clinton	265,708	St. Lawrence	268,661
Columbia	193,440	Saratoga	220,097
Cortland	145,614	Schenectady	551,001
Delaware	314,946	Schoharie	131,141
Dutchess	1,201,317	Schuyler	56,321
Erie	3,043,431	Seneca	89,067
Essex	130,362	Steuben	224,874
Franklin	185,819	Suffolk	3,196,572
Fulton	146,328	Sullivan	204,907
Genesee	157,161	Tioga	120,495
Greene	142,761	Tompkins	278,567
Hamilton	4,584	Ulster	677,203
Herkimer	112,841	Warren	128,256
Jefferson	257,636	Washington	161,273
Lewis	71,316	Wayne	170,650
Livingston	202,262	Westchester	3,688,113
Madison	210,805	Wyoming	46,285
Monroe	1,321,077	Yates	47,217
Montgomery	95,261		
Nassau	2,171,309	Upstate	28,909,295
Niagara	452,902		
Oneida	397,573	New York City	37,090,705
Onondaga	1,133,869		
		Statewide Totals	66,000,000

**Title XX  
FFY 2007-08  
All Eligible Title XX Services**

<b>District</b>	<b>Allocation</b>	<b>District</b>	<b>Allocation</b>
Albany	430,678	Ontario	86,086
Allegany	28,434	Orange	285,458
Broome	154,940	Orleans	27,700
Cattaraugus	50,616	Oswego	84,366
Cayuga	44,676	Otsego	50,712
Chautauqua	144,943	Putnam	61,745
Chemung	140,674	Rensselaer	98,491
Chenango	29,200	Rockland	285,038
Clinton	92,984	St. Lawrence	78,576
Columbia	69,972	Saratoga	78,997
Cortland	43,175	Schenectady	454,090
Delaware	57,903	Schoharie	78,195
Dutchess	311,671	Schuyler	22,717
Erie	779,134	Seneca	31,269
Essex	36,610	Steuben	98,758
Franklin	49,258	Suffolk	1,354,416
Fulton	41,534	Sullivan	79,223
Genesee	49,218	Tioga	46,931
Greene	56,180	Tompkins	95,587
Hamilton	3,090	Ulster	218,068
Herkimer	43,769	Warren	45,977
Jefferson	130,979	Washington	49,530
Lewis	19,194	Wayne	51,310
Livingston	94,615	Westchester	1,514,295
Madison	49,877	Wyoming	29,867
Monroe	511,759	Yates	29,662
Montgomery	29,543		
Nassau	3,045,098	Upstate	12,536,473
Niagara	127,091		
Oneida	117,711	New York City	25,022,822
Onondaga	414,883		
		Statewide Totals	37,559,295

SERVICES DEFINITIONS

This appendix presents current definitions for the social services to be provided in New York State in Federal fiscal year 2008.

ADOPTION SUPPORT SERVICES

DEFINITION:

Component A. PRIOR TO LEGAL ADOPTION: Assisting a child to secure an adoptive home through surrender of a child for adoption where the parent(s) or a legal guardian(s) is unwilling or unable to care for a child or instituting legal procedures to terminate the parental rights of the child's parent(s) or legal guardian(s) under appropriate circumstances and arranging for and providing legal services to accomplish this purpose; the recruitment, study and evaluation of interested prospective adoptive parents; training for prospective and approved adoptive parents, evaluation of placement need, pre-placement planning, selection and placement of available children.

Component B. FOLLOWING LEGAL ADOPTION: Providing services which may include, but are not necessarily limited to: counseling services for children and adoptive parents, information and referral services, respite care, crisis response services and other ancillary services as needed for the purpose of supporting the permanence of placement. The services are focused on the special needs of the adoptive family members and the need to prevent adoption disruption and adoption dissolution.

Component A is mandated.

Component B is optional for the provision of post-adoption services that exceed the level of service currently required by OCFS regulation.

NATIONAL GOAL RELATIONSHIP: II, III, IV

METHOD OF PROVISION: Direct provision, purchase private

CATEGORIES OF ELIGIBLE INDIVIDUALS:

Component A: All individuals without regard to income.

Component B: For post-adoption services that exceed the level of service currently required by OCFS regulation, social services districts may opt for any of the following categories of eligible individuals - TANF, SNA, and Income Eligibles

AFTERCARE SERVICES

DEFINITION: Assisting children, youth and families to reduce the likelihood of those children or youth returning to either child welfare or juvenile justice placement. Aftercare consists of an array of services, provided and/or arranged for during placement and after placement, designed to reduce lengths of stay in out-of-home settings, reduce the need for replacement of youth following their return home from out-of-home placement, and increase the long-term positive outcomes for children and families who have experienced out-of-home care.

Services may include, but are not necessarily limited to, the following:

1. Provide and arrange services that help maintain the child/youth safely in returning to the community.
2. Provide and arrange support services that assist the child/ youth and family in the return and reintegration of the child/youth with family, home, school and community life.
3. Provide, arrange and evaluate post-residential counseling for the child/youth who has been returned to the community.
4. Provide a range of levels of supervision for the child/youth such as agency placement programs, and contracted day placement programs that provide home- based supervision services.

This is a mandated service to the extent required by statute or regulation. Services that exceed the required level of service are optional.

NATIONAL GOAL RELATIONSHIP: II, III, IV

METHOD OF PROVISION: Direct provision, purchase private

CATEGORIES OF ELIGIBLE INDIVIDUALS:

Mandated Aftercare Services: Title IV-E eligible (determined by the AFDC standards of July 16, 1996)

SSI (Title IV-E related)

All individuals without regard to income for State-funded care

Optional Aftercare Services: For aftercare services that exceed the level of service currently required by statute or OCFS regulation, social services districts may opt for any of the following eligibility categories - TANF, Safety Net Assistance, Income Eligible's

CHILD CARE SERVICES

DEFINITION: Assessing the need for, arranging for, providing, supervising, monitoring and evaluating the provision of care of a child for less than 24 hours per day when such care is provided by an eligible caregiver operating in compliance with State laws and regulations for child care. Child care services may only be provided to children under 13 years of age except in the following circumstances:

Children with special needs may receive care up to age 18\*\*

Children under court supervision may receive care until age 18\*\*

Children who attain the maximum age of 12 during the school year may continue to receive child care services, if otherwise eligible, through the end of the school year.

\*\* Or up to age 19 if a full-time student in a secondary school or an equivalent level of vocational or technical training and may reasonably be expected to complete this training before reaching age 19.

ELIGIBLE FAMILIES

CATEGORIES OF ELIGIBLE FAMILIES UNDER THE NEW YORK STATE CHILD CARE BLOCK GRANT (NYSCCBG)

The NYSCCBG provides funding for child care subsidies to recipients of Temporary Assistance (TA), low-income families transitioning off TA, families that are eligible for TA who have opted to receive “child care in lieu of TA” after applying for TA, and non-TA low income families. Some families are guaranteed child care assistance, regardless of whether the district has any State or federal funds available under the NYSCCBG to pay for any or all of such costs, if they meet specific eligibility requirements described in this section. A second group of families may be considered to be eligible only when there are funds available within the district and they meet programmatic and financial criteria. A third group of families is considered to be eligible when the district has funds available to serve them, and the district has included them as eligible families in its Child and Family Services Plan (CFSP) and they meet the programmatic and financial criteria.

The three categories of families listed below are eligible for child care services under the NYSCCBG provided that child care is not otherwise available from a legally responsible relative or caretaker of the child in need of services, and the care is a necessary part of a plan of self support or protection for the child developed by the district.

**FAMILIES THAT ARE GUARANTEED CHILD CARE -**

A district must guarantee child care services (regardless of whether the district has any State or federal funds available under the NYSCCBG to pay for such costs) to the following families.

The guarantee applies to all of the eligible children under 13 years of age of the parent or caretaker relative regardless of the child's status as part of the TA filing unit.

- (1) Families that have applied for or are in receipt of TA when child care is needed for a child under 13 years of age in order to enable the child's parent or caretaker relative to participate in activities required by the district including orientation, assessment or work activities as defined in 18 NYCRR Part 385.
- (2) Families that are receiving TA when child care is needed for a child under 13 years of age in order to enable the child's parent or caretaker relative to engage in work as defined by the district;
- (3) Families which have applied for and would otherwise be eligible for TA benefits and choose to receive "child care in lieu of TA", or were receiving TA and voluntarily closed their TA case while still eligible for TA and when child care is needed for a child under 13 years of age in order to enable the child's parent or caretaker relative to work for the required number of hours. A family will be eligible for "Child Care In Lieu of TA" as long as their gross earnings equal, or are greater than, the required number of work hours times the state minimum wage. This guarantee continues as long as the family meets these requirements.
- (4) Families transitioning from TA whose TA cases have been closed or who voluntarily close their TA cases; and who are no longer financially eligible for TA due to an increase in income from employment or child support. The family must have received TA in three of the six months prior to case closing, or, for a family that chose "child care in lieu of TA", was eligible for assistance in at least three of the six months immediately preceding their ineligibility for TA. The family must include an eligible child under the age of 13 who needs child care in order for the parent(s) to be engaged in work, and the family's gross income must be at or below 200% of the State Income Standard. For transitional child care, the eligibility period begins with the first month in which a family becomes ineligible for TA or "child care in lieu of TA", and is limited to 12 months in duration.

#### **FAMILIES THAT ARE ELIGIBLE WHEN FUNDS ARE AVAILABLE –**

Families in this category may receive subsidized child care to the extent that the district continues to have funds available under either its allocation from the NYSCCBG or any local funds appropriated for this program, subject to any service priorities and set-asides established by the district. Districts may establish priorities, in addition to the federal priorities of very low-income families and special needs children, by identification of such categories in the CFSP/ICP, subject to approval from OCFS. Funds may be set aside for such priority families when described in the CFSP/ICP and approved by the Office.

A district must provide child care assistance to the following families when funds are available:

- (1) Families that have applied for or are receiving TA, when child care is needed for an eligible child 13 years of age or older who has special needs or is under court supervision, to enable the child's parent or caretaker relative to participate in activities required by the district including orientation, assessment or work activities defined in 18 NYCRR Part 385.

- (2) Families that are receiving TA, when child care is needed for an eligible child 13 years of age or older who has special needs or is under court supervision, to enable the child's parent or caretaker relative to engage in work as defined by the district.
- (3) Families that are receiving TA when child care is needed to enable a teenage parent to attend high school or an equivalency program; or for the child to be protected because the child's parent or caretaker relative is unable to care for their children due to a physical or mental incapacity or has family duties away from home necessitating his or her absence.
- (4) Families with income at or below 200% of the State Income Standard when the family is at risk of becoming dependent on TA and child care services are needed to permit the child's parent/caretaker to be engaged in work; or to enable a teenage parent to attend high school or an equivalency program.

Families that are Eligible When Funds are Available and the Category of Family is Identified in the District's Child and Family Services Plan (CFSP)

Families in this category may receive subsidized child care to the extent that the district continues to have funds available under either its allocation from the NYSCCBG or any local funds appropriated for this program, and the category of family is designated as an eligible family by the district in its CFSP/ICP. Availability of funds is subject to the service priorities and set-asides established by each district in its CFSP/ICP and approved by OCFS.

The district may select categories from the following list or the district may opt to refine any of the optional categories, by specifying any limitations to the programmatic eligibility criteria, so that a more specific population is selected. The identified families must be listed as eligible in the district's CFSP/ICP and approved by OCFS.

- (1) Families receiving TA when child care services are necessary for the parent or caretaker relative to participate in an approved activity in addition to being engaged in work as required by the district or in a required work activity (e.g.: A parent or caretaker relative with a minimum wage position requesting additional child care during the hours he or she is not at work to enable him or her to seek a better job).
- (2) Families receiving TA when child care services are necessary for a sanctioned parent or caretaker relative to participate in unsubsidized employment when the parent or caretaker relative receives earned wages greater than or equal to the minimum amount required under federal and State labor law.
- (3) Families receiving TA or families with incomes up to 200% of the State Income Standard when child care services are needed for the child to be protected because the parent/caretaker is:
  - (a) participating in an approved substance abuse treatment program, screening or assessment (If the applicant is classified as exempt from work activities because of his or her substance abuse, child care can be offered under this category. However, if

- the district requires that the applicant receive substance abuse treatment and he or she is working or participating in a required work activity, child care is guaranteed.);
- (b) homeless, or receiving services for victims of domestic violence, and is in need of child care to participate in an approved activity, screening or assessment for domestic violence services; or,
  - (c) in an emergency situation of short duration including, but not limited to, cases where the parent/caretaker must be away from the home for a substantial period of the day due to extenuating circumstances such as a fire, being dispossessed from the home, seeking living quarters or providing chore/housekeeping services for an elderly or disabled relative.
- (4) Families receiving TA or with incomes up to 200% of the State Income Standard when child care services are needed for the child's parent/caretaker to attend a two year program other than one with a specific vocational sequence leading to an associates degree or a certificate of completion, or at a four year college or university program leading to a bachelor's degree provided:
- (a) that it is reasonably expected to improve the earning capacity of the parent/caretaker;
  - (b) the parent/caretaker is participating in and continues to participate in non-subsidized employment whereby the parent/caretaker works at least 17 1/2 hours per week and earns wages at a level equal or greater than the minimum amount required under federal and State labor law while pursuing the course of study; and
  - (c) the parent/caretaker is and remains engaged in work while pursuing the course of study and can demonstrate his or her ability to successfully complete the course of study.
- (5) Families with an open child protective case, irrespective of income, only when it is determined that such child care is needed to protect the child.
- (6) Families with income up to 200% of the State Income Standard when child care services are needed for the child to be protected because the parent/caretaker is physically or mentally incapacitated or has family duties away from the home necessitating the parent/caretaker's absence.
- (7) Families with incomes up to 200% of the State Income Standard when child care services are needed for the child's parent/caretaker to participate in one of the following approved activities provided the activity is identified in the district's CFSP/ICP as an allowable activity, the district determines it is a necessary part of a plan for the family's self support, and provided that the parent/caretaker can demonstrate that he or she is participating in the approved activity:
- (a) Actively seeking employment for a period no greater than six months, and if the parent/caretaker is registered with the NYS Department of Labor, Division of Employment Services ; or

- (b) Educational or vocational activities, including attendance in one of the following secondary or post-secondary programs:
- (i) A public or private educational facility providing standard high school curriculum offered by, or approved by, the local school district;
  - (ii) An education program that prepares the parent/caretaker to obtain a NYS high school equivalency diploma;
  - (iii) A program providing basic remedial education in the areas of reading, writing, mathematics and oral communications for individuals functioning below the ninth month of the eighth grade level in those areas;
  - (iv) A program providing literacy training designed to help individuals improve their ability to read and write;
  - (v) An English as second language instructional program designed to develop skills in listening, speaking, reading and writing the English language for individuals whose native or primary language is other than English;
  - (vi) A two year full-time degree granting program at a community college, a two year college, or an undergraduate college with a specific vocational goal leading to an associate degree or certificate of completion within a determined time frame which must not exceed 30 consecutive months;
  - (vii) A training program which has a specific occupational goal and is conducted by an institution licensed or approved by the State Education Department other than a college or university;
  - (viii) A pre-vocational skills training program such as a basic education and literacy training program; or
  - (ix) A demonstration project designed for vocational training or other project approved by the NYS Department of Labor.

Notwithstanding the potential for some of these educational or vocational training programs to allow for the eventual attainment of a bachelor's degree or like certificate of completion for a four-year college program, Office regulations do not permit the renewal of such educational or vocational training program enrollment for any additional period in excess of 30 consecutive calendar months, except for families authorized under paragraph (4) in this section (to attend a two year program other than one with a specific vocational sequence leading to an associates degree or a certificate of completion, or at a four year college or university program leading to a bachelor's degree), nor does it permit enrollment in more than one such program.

## Appendix C-3c

In addition, child care services are allowable in the following instances:

- a) As a necessary and integral part of an approved child services plan of services to provide protective services for children who have been reported neglected, abused or maltreated.

Title XX program. (1) To the extent that the social services district has made Title XX funds available for child care services, a family is eligible for child care services funded under Title XX of the Federal Social Security Act if the family meets one or more of the criteria set forth above or the child is in need of child care as a preventive service provided the social services district has listed such families as eligible families in the district's CFSP/ICP subject to any applicable priorities and set asides as described above. A social services district may establish in its CFSP/ICP income levels above 200 percent of the State income standard for families receiving child care services under Title XX provided that the income levels do not exceed 275 percent of the State income standard for a family of one or two, 255 percent if the State income standard for a family of three, or 225 percent of the State income standard for a family of four or more.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV

METHOD OF PROVISION: direct provision, purchase private, purchase public

Title XX funds will be used for the provision of care in settings operating in duly licensed or registered child day care programs that have a contract or purchase of service agreement with the social services district.

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, SSI, Income Eligible

EDUCATIONAL SERVICES

DEFINITION: Services which support the assessment of the need for, and arrangement of, educational counseling and training for a person; for an educational service which is not generally made available by a local public school district to any individual without cost and without regard to income (such programs should be discussed with local school officials prior to proposing their funding). Educational service areas may include, but are not limited to, health education, safety related education, literacy education programs, General Equivalency Diploma (GED) programs, and other referrals to community resources related to education and training.

NATIONAL GOAL RELATIONSHIP: I, II, III

METHOD OF PROVISION: Direct Provision

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, SSI, Income Eligibles

EMPLOYMENT SERVICES

DEFINITION:

- (a) Exploring interests and potential for self-support, individual counseling necessary to deal with family and/or individual barrier(s) which prevent or limit individuals in their use of training and employment opportunities and providing for referral to and use of public and voluntary agencies in the field of health, education and employment; arranging for vocational services including but not restricted to vocational diagnosis, vocational education and vocational training for individuals who appear to possess the necessary talents, aptitudes and skills. For the blind and handicapped, consideration should be given to utilization of the services available through the Office of Vocational and Education Services for Individuals with Disabilities (VESID) of the State Department of Education or the Commission for the Blind and Visually Handicapped at OCFS.
- (b) Providing diagnostic assessment, when necessary, to determine the employability of an applicant for or recipient of TANF or Safety Net financial assistance.
- (c) Arranging for other necessary services to support, gain or retain the employment including counseling and legal services.

NATIONAL GOAL RELATIONSHIP: I, II

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, SSI, Income Eligibles

FAMILY PLANNING SERVICES

DEFINITION: Services to enable individuals (including minors who may be sexually active) to plan their families in accordance with their wishes, to limit family size, space their children, to correct infertility, or prevent or reduce incidence of unwanted pregnancies by arranging for and providing the following component services:

Component A: Social and educational services which include the distribution of printed material, group discussions and individual sessions to discuss family planning, educational and medical resources available in the community.

Component B: Medical services, which include diagnosis, treatment, drugs, supplies and related counseling furnished or prescribed by or under the supervision of a physician.

Districts are mandated to offer and provide Component A to TANF, Safety Net, and SSI recipients. Component A may be provided through Title XX or through the State's Title XIX (Medical Assistance) Program. Districts may opt to provide Component B to income eligibles who are not eligible for Medical Assistance. A district which selects Component B for optional groups may choose, by so indicating in its local plan component, not to pay for drugs and supplies prescribed thereunder. In that instance, recipients of family planning services who are not eligible for medical assistance would fill such prescriptions at their own expense.

In addition, districts may provide family planning services without regard to income to persons under 21. Districts may also provide family planning services without regard to income to individuals under the age of 18 as a necessary and integral part of an approved child services plan to provide preventive services for children in accordance with the definition for these services.

NATIONAL GOAL RELATIONSHIP:

Component A: I, II, III, IV, V

Component B: I, II, III, IV, V

METHOD OF PROVISION:

Component A: Direct provision, purchase private, purchase public

Component B: Purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, SSI, Income Eligibles, and Without Regard to Income for Individuals under age 21.

FOSTER CARE SERVICES FOR CHILDREN

DEFINITION: Assessing the need for, arranging for and providing for placement of and services to individuals under the age of 18 (under 21 in cases of children in foster care prior to age 18 who remain in foster care after reaching age 18) in a foster home or appropriate group care facility as a result of either a judicial determination to the effect that continuation of care in a child's own home would be contrary to the safety or welfare of such child, or at the request of the parent or legal guardian. A foster care home or facility used for care of children must be certified, approved, or licensed by the State in which it is situated or have been approved by the agency of such State responsible for licensing or certifying homes or facilities of this type as meeting required standards.

Foster care services include:

- (a) Recruitment and study of foster care homes and facilities to determine their acceptability in providing foster care; certification, approval or licensing of such homes and facilities; arranging for and providing medical services for the child; investigation, study and evaluation of the child and his/ her family; exploration of alternatives to placement; determination of the need for placement and selection of a suitable home or facility; arranging for appropriate services which are available under the CFSP and are needed by such child while awaiting and during placement; placement of such child in the least restrictive setting available and consistent with the child's best interest; supervision of the care of such child in foster care and of the foster care home or facility so the child receives appropriate care; counseling with the parent or other responsible relative to improve home conditions and enable such child to return to his/her own home or the home of a relative as soon as is feasible; the periodic review of the placement to determine its continuing appropriateness and planning for the child's discharge from care according to the permanency plan for the child.
- (b) Casework, therapeutic and other appropriate services for the child as contained in the CFSP/ISP during the placement process, in foster care and after foster care. Such services may be provided by staff of a provider agency through a purchase of service contract.
- (c) Special services provided by the foster family home because of the child's health condition, or emotional or behavioral problems.
- (d) Termination of parental rights when legally indicated and in the best interest of the child and the development of alternate plans of care in an adoptive home when feasible.
- (e) Services to assist youth in preparing for independent living, which may include classroom and practical experience in life skills, money management and vocational preparation.
- (f) Discharge services, which may include after-care services and must include supervision services.

- (i) After-care services, which include provision of, referral to or coordination with other appropriate services, when the child has been returned to the home of his/her parents, other relatives, significant others, or to his/her own responsibility.
  - (ii) Supervision may include referral to or coordination with other appropriate available services for a child, until such child becomes 21 years of age, when the child has been discharged to his/her own responsibility.
- (g) Arranging for other supportive services including legal, educational, and health related services.

**Appendix C-7a**

NATIONAL GOAL RELATIONSHIP: I, II, III, IV, V

METHOD OF PROVISION: Direct provision, purchase private

CATEGORIES OF ELIGIBLE INDIVIDUALS:

Title IV-E eligible (determined by the AFDC standards of July 16, 1996)

SSI (Title IV-E related)

All individuals without regard to income for State-funded care

HEALTH RELATED SERVICES

DEFINITION: Assisting individuals and families to attain and maintain a favorable condition of health by helping them to identify and understand their immediate and comprehensive health needs; helping them locate appropriate resources and obtain the necessary therapeutic and preventive medical care and treatment, counseling and health maintenance services and provide follow-up services as needed to achieve the objective. Included are the following:

- (a) General health care for all eligible clients, including such activities as assisting in enrollment in a medical managed care program or finding a doctor who will accept Medicaid and/or Medicare, locating an appropriate clinic or hospital, and helping clients secure transportation necessary to obtain services.
- (b) Services to assist chronic drug or alcohol abusers to identify the existence and status of their drug or alcohol problems; to seek and use needed medical services; and to seek and participate in appropriate treatment programs.
- (c) Services to help identify need for vocational rehabilitation services; to seek and use the services available through the Office of Vocational and Education Services for Individuals with Disabilities (VESID) of the State Education Department or the Commission for the Blind and Visually Handicapped of OCFS; to help provide the medical and other services necessary for such clients; to be maintained in the rehabilitation program.
- (d) Child/Teen Health Program (CTHP) Services (not otherwise provided under Medical Assistance) to implement this program in accordance with 18 NYCRR Part 508.
- (e) Services to help eligible clients find and gain admission to necessary institutional placement such as nursing homes, adult homes, State hospitals, health-related facilities.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV, V

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, Income Eligibles  
Mandated for SSI

HOMEMAKER SERVICES

DEFINITION: Assessing the need for, arranging for, providing and evaluating the provision of personal care, home management and incidental household tasks through the services of a trained homemaker, who meets OCFS and applicable local civil service standards, for the following:

Component A: For children because of illness, incapacity or absence of caretaker relative.

Component B: For individuals, families, caretaker relatives and/or children to achieve adequate household and family management.

Component C: For individuals because of illness or incapacity.

Component C is mandated for those eligible for SSI but optional for others. Component A and Component B are optional.

NATIONAL GOAL RELATIONSHIP:

Component A: I, II, III, IV

Component B: I, II, III, IV

Component C: I, II, III, IV

METHOD OF PROVISION:

Component A: Direct provision, purchase private, purchase public

Component B: Direct provision, purchase private, purchase public

Component C: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, SSI, Income Eligibles

HOME MANAGEMENT SERVICES

DEFINITION: Assessing the need for, arranging for, providing and evaluating the provision of formal or informal instruction and training in management of household budgets, maintenance and care of the home, preparation of food, nutrition, consumer education, child rearing and health maintenance. The formal or informal instruction and training may be provided by a caseworker, home economist or a trained homemaker who meets OCFS standards, or be referred to appropriate community resources. These services include the evaluation, in appropriate cases, of the need for protective and vendor payments and related services.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, Income Eligibles  
Mandated for SSI

HOUSEKEEPER/CHORE SERVICES

DEFINITION: Assessing the need for, arranging for, providing in accordance with standards of OCFS and evaluating the provision of light work or household tasks (including such activities as help in shopping, lawn care, simple household repairs and running errands) which families and individuals in their own homes are unable to perform because of illness, incapacity or absence of a caretaker relative, and which do not require the services of a trained homemaker. Cash reimbursement may be provided to the recipient for irregular or intermittent services, which are specifically identified in the service plan, approved by the agency prior to the purchase and secured by the individual within an authorized period at an authorized cost and upon presentation of a receipt.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, Income Eligibles  
Mandated for SSI

HOUSING IMPROVEMENT SERVICES

DEFINITION: Assessing the need for and arranging for individuals and families to improve their housing conditions. Includes:

Component A: Helping individuals and families to obtain necessary repairs, be protected from abuse or exploitation by landlords or other tenants, identify and correct substandard rental housing conditions or code violations, find suitable and adequate alternative housing, and obtain needed assistance or relief from public agencies that regulate housing, including arrangement for legal services, if necessary.

Component B: Helping functionally impaired or frail older adults to maintain community residency by identifying such adults who would otherwise require care in a domiciliary care facility or similar institution, arranging for placement in an appropriate small group living arrangement, and/or locating, contracting for, and preparing suitable housing sites, including providing minor installations such as appropriate furniture and furnishings, grab bars, and hand rails, ramps, skid-proof floor covering and other safety measures as required.

Component A is mandated for SSI recipients. Component B is optional and provided on the basis of group eligibility to selected older adults who meet the program definitions.

NATIONAL GOAL RELATIONSHIP:

Component A: I, II, III, IV

Component B: II, III, IV

METHOD OF PROVISION:

Component A: Direct provision, purchase private, purchase public

Component B: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS

TANF, Safety Net, SSI, Income Eligibles

Group Eligibility (Component B) to persons 65 years of age or older who are residing in community-based small group living arrangements with comprehensive supportive services approved by OCFS and who in the absence of such living arrangements, would be unable to live independently.

NOTE: (Component B services are being offered pursuant to the State purchase-of-service contracts with public and private agencies.)

INFORMATION AND REFERRAL SERVICES

DEFINITION: Providing information about services provided under the Comprehensive Annual Social Services Program Plan and other human service programs including legal, educational and consumer services; brief assessment (but not diagnosis and evaluation) to facilitate appropriate referral to and follow-up with community resources that provide such services.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV V

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

All individuals without regard to income.

PREVENTIVE SERVICES FOR ADULTS

DEFINITION: Supportive and rehabilitative services provided to persons age 18 or older who are single adults or families without minor children, including:

- (i) Assessing the need for, providing and evaluating the provision of individual, group and/or family counseling in order to identify those problems, including but not limited to abuse and neglect, personal or family dysfunction, marital conflict, and problems of aged, blind and handicapped individuals, which prevent or interfere with effective individual or family functioning and to assist in the resolution of those problems;
- (ii) arranging for the receipt of other services, including legal services;
- (iii) assessing the need for, arranging for, and evaluating the provision of services that foster optimum functioning of the individual in family and community life, and prevent or delay unnecessary long-term institutional placement.

Optional Components are:

Component A:

Providing homemaker, housekeeper/chore, housing improvement, health related or home management services when offered as an integral part of preventive services for the purposes of preventing or delaying institutional placement, preventing abuse and neglect, or providing infrequent and temporary substitute care or supervision of frail or disabled adults on behalf of and in the absence of the primary caregiver for the purpose of providing respite from constant caregiving.

Component B:

Arranging for and providing day services. Day services shall mean an organized program of services for less than twenty-four hours a day, which shall not include the provision of overnight care, for the purpose of restoring or maintaining the capacity of aged and disabled individuals to remain in or return to the community and to reduce stress and potential abuse or neglect by caregivers. Such services may include any or all of the following services: activities, supervision, nutrition, information and referral, personal care, individual and family counseling, and transportation.

Component C:

Arranging for and providing payment for the preparation and delivery of one or two meals a day to the home of an individual who is unable to obtain or prepare nourishing meals.

Component D:

Arranging for and providing infrequent and temporary residential care or supervision of frail or disabled adults on behalf of or in the absence of the primary caregiver, for the purpose of providing respite from constant care giving, when offered as an integral part of preventive services for the purpose of preventing or delaying institutional placement or preventing abuse and neglect. Temporary residential care shall mean the provision of overnight or more than twenty-four-hour care of frail or disabled adults outside of their own home.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV

Component A: I, II, III, IV

Component B: I, II, III, IV

Component C: I, II, III, IV

Component D: I, II, III, IV

METHOD OF PROVISION: Direct provision, purchase private, purchase public

Component A: Direct provision, purchase private, purchase public

Component B: Direct provision, purchase private, purchase public

Component C: Direct provision, purchase private, purchase public

Component D: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, SSI, Income Eligibles

PREVENTIVE SERVICES FOR CHILDREN

## DEFINITION:

Component A: Supportive and rehabilitative services provided to children and their families in accordance with the provisions of OCFS regulations 18 NYCRR Part 423 and section 409-a of the Social Service Law for the purpose of: averting an impairment or disruption of a family which will or could result in placement of a child in foster care; enabling a child who has been placed in foster care to return to his/her family at an earlier time than would otherwise be possible; or reducing the likelihood that a child who has been discharged from foster care would return to such care. Preventive services may include, but are not necessarily limited to, the following range of services, when provided for the above-stated purpose and in conformity with Social Services Law and OCFS regulations:

- Case Management\*
- Case Planning\*
- Child Day Care Services\*
- Homemaker Services\*
- Housekeeper/Chore
- Family Planning Services
- Home Management Services
- Clinical Services\*
- Parent Aide Services\*
- Day Services to Children
- Parent Training\*
- Transportation Services\*
- Emergency Cash or Goods\*
- Emergency Shelter \*
- Preventive Housing Services
- Intensive, Home-based, Family Preservation Services
- Outreach Activities
- Respite Care\*

\*Core preventative services

Core preventive services must be provided to a child/youth and his/her family whom the district is required to serve pursuant to OCFS regulations 18 NYCRR Part 423, 18 NYCRR Part 430.9 and section 409-a(1) of the Social Services Law.

Component B: Optional preventive services provided to a child and his/her family whom the local district may serve pursuant to section 409-a(2) or (3) of the Social Services Law. Optional services may be targeted to specific communities or populations that exhibit characteristics that may result in family impairment or disruption and some future risk of foster care.

NATIONAL GOAL RELATIONSHIP: III

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

Component A: All individuals without regard to income.

Component B: Social services districts may opt for any of the following categories of eligible individuals - All individuals without regard to income, Group Eligibility

PROTECTIVE SERVICES FOR ADULTS

DEFINITION: Protective services for adults (PSA) are provided to individuals 18 years of age or older who, because of mental or physical impairments:

- (1) are unable to meet their essential needs for food, shelter, clothing or medical care, secure entitlements due them, or protect themselves from physical, sexual or emotional abuse, active, passive or self neglect, or financial exploitation; and
- (2) are in need of protection from actual or threatened harm due to physical, sexual or emotional abuse, or active, passive or self neglect, or financial exploitation or by hazardous conditions caused by the action or inaction of either themselves or other individuals; and
- (3) have no one available who is willing and able to assist them responsibly.

Such services are limited to:

- (a) Identifying such adults who need assistance or who have no one willing and able to assist them responsibly;
- (b) Providing prompt response and investigation upon request of adults at risk or other persons acting on their behalf. At the time of referral, the local district shall make a determination as to whether a life-threatening situation exists. If a situation is designated as life-threatening, the district must commence an investigation as soon as possible but not later than 24 hours after receipt of the referral. For potential PSA cases not designated as life-threatening situations, the district must commence an investigation within 72 hours of receipt of the referral and must make a visit to the client within three working days of the referral. For these purposes, a "referral" is defined as any written or verbal information provided to a district in which a specific person is identified as apparently in need of PSA, or any verbal or written information provided to a district on behalf of an adult for whom the district determines that a PSA investigation and assessment is necessary;
- (c) Assessing the individual's situation and service needs;
- (d) Providing counseling to such adults, their families, other responsible persons or to fiduciaries, such as representative payees, on handling the affairs of such adults;
- (e) Arranging for appropriate alternate living arrangements in the community or in an institution; providing room and board as an integral but subordinate part of the provision of PSA for a period not to exceed 30 days;

- (f) Assisting in location of social services, medical care and other resources in the community, including arrangement for day care in a protective setting;
- (g) Arranging for guardianship, commitment or other protective placements as needed;
- (h) Providing advocacy and assistance in arranging for legal services to protect the rights and entitlements due to adults at risk;
- (i) Functioning as a guardian, representative payee or protective payee, where it is determined such services are needed and there is no one else available or capable of acting in this capacity;
- (j) Providing homemaker and housekeeper/chore services when provided as an integral but subordinate part in the provision of PSA to meet the goal of protection for adults who demonstrate specified functional deficits. The provision of such services to be limited to six months when provided without regard to financial criteria. When such services are available through other public or private community resources, these should be utilized. The provision of these services beyond six months may be authorized on a case-by-case basis under the following conditions:
  - (1) Guardianship or other financial management proceedings have been started within the first 60 days of the provision of PSA services; and
  - (2) The local district must accept the responsibility to function as a guardian, representative payee or protective payee on behalf of a PSA client if no other resources are available within 45 days of a determination by either:
    - (i) A court that a guardian is required;
    - (ii) An office of the Federal Social Security Administration or the Railroad Retirement System that a representative payee is required; or
    - (iii) The social services district that a protective payee is required.

Under these conditions the provision of homemaker and housekeeper/chore services without regard to financial criteria may be continued beyond six months until the guardianship or other financial management proceedings are completed, except in no case shall such services be authorized to continue for a period of more than three months subject to one reauthorization not to exceed an additional three months.

NATIONAL GOAL RELATIONSHIP: III

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

All individuals without regard to income, except as provided in item (j).

PROTECTIVE SERVICES FOR CHILDREN

DEFINITION: Activities on behalf of children under the age of 18, who are named in a report of child abuse and/or maltreatment. The following activities may be considered protective services for children:

- (1) Receipt of child abuse and/or maltreatment reports and investigation thereof, including the obtaining of information from collateral contacts such as hospitals, school and police;
- (2) Identification and diagnosis of current or past abuse and/or maltreatment;
- (3) Assessing whether the child is safe from immediate danger and determining the risk of future abuse and maltreatment through an examination of the risk elements, the family's perspective and family strengths;
- (4) Making determinations as to whether there is some credible evidence of child abuse and/or maltreatment;
- (5) Counseling, therapy and training courses for parents or guardians of the child, including parent aide services;
- (6) Counseling and therapy for children at risk of physical or emotional harm;
- (7) Arranging for emergency shelter for children who are suspected of being abused and/or maltreated;
- (8) Arranging for financial assistance, where appropriate;
- (9) Assisting the Family Court or the criminal court during all stages of a court proceeding;
- (10) Arranging for the provision of appropriate rehabilitative services including, but not limited to, preventive services and foster care for children;
- (11) Providing directly or arranging for, either through purchase or referral, the provision of child day care or homemaker services without regard to financial criteria. Programmatic need for such service must have been established as a result of the investigation of a report of suspected child abuse and/or maltreatment received by the New York Statewide Central Register of Child Abuse and Maltreatment (Register) and such services must terminate as a protective service for children when the case is closed with the Register;
- (12) Monitoring the rehabilitative or safety controlling services being provided by someone other than the child protective service worker.

- (13) Case management services.
- (14) Case planning services.
- (15) Casework contacts. The purpose of casework contacts shall also be to continually reassess the parents' ability to provide a minimum standard of care to the child(ren) as well as to track the progress the family is making toward reducing the risk of future abuse or maltreatment through the achievement of proposed outcomes set forth in the family and children's services plan.

NATIONAL GOAL RELATIONSHIP: III

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS: All individuals without regard to income.

RESIDENTIAL PLACEMENT SERVICES FOR ADULTS

DEFINITION: Services include arranging for or providing assessment, placement, supervision or support of persons 18 years of age or older who are physically or mentally impaired, in appropriate residential care programs which are licensed or certified by a State agency; and activities to recruit, develop and supervise family-type homes for adults in accordance with the requirements listed below.

Component A:

Family-type Home for Adults Program Development and Supervision: This includes the recruitment, supervision and training of family-type home operators, the inspection of family-type homes for adults, cooperation with OCFS in certification and renewal actions, and participation in enforcement actions against Family-type Home operators or homes which are required to be certified as Family-type Homes for Adults.

Component B:

Assessment and Placement Services: This includes providing or arranging for the assessment and, where appropriate, the placement of adults eligible for, or receiving services provided by the social services district into residential care programs certified by OCFS or other State agencies. Local districts must confirm that the persons are placed in facilities, which provide the level of care, which corresponds to the person's, identified needs. Such services shall also include assisting persons requiring family-type home care to recognize their need for placement and to choose a home which is most suitable to their needs.

Component C:

Supervision of and Services to Residents in Family-type Homes: This includes the provision of services to and monitoring residents of family-type homes in order that each resident adjusts to their new living arrangements; receives proper care and supervision; is provided with reasonable opportunities for enjoyment of normal family and community life; receives assistance with personal problems; receives other necessary supportive services which are available from the district or other community agencies; and determining through periodic reviews the continued appropriateness of and need for placement.

Component D:

Supportive Services to Residents in other Facilities: This includes the provision of follow-up visits and contacts to State-charge clients in residential care facilities as set forth in OCFS regulation 18 NYCRR 313.2 and the provision of other ongoing services, as determined necessary by the local social services district, to persons in facilities certified by OCFS, the Department of Health, the Office of Mental Health and the Office of Mental Retardation and Developmental Disabilities.

Component A is a mandated local district responsibility without regard to whether the family-type home is caring for SSI, Safety Net or private pay residents. Components B, C, and D are required to the extent that State reimbursement is available for persons in receipt of SSI or Safety Net, or for persons whose income does not exceed 150% of the poverty level as reported by the United States Office of Management and Budget.

NATIONAL GOAL RELATIONSHIP: IV, V

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS: Safety Net, SSI, Income Eligibles

SERVICES TO VICTIMS OF DOMESTIC VIOLENCE

DEFINITION: Emergency shelter and supportive services provided to: persons who are 16 years of age or older; married persons; or, parents of a minor child or children who are the victim of an act or who are the parent of a minor child or children who is a victim of an act which would constitute a violation of the Penal Law and such act resulted in actual physical or emotional injury or created substantial risk of such injury and was or is alleged to have been committed by a family or household member which includes: persons related by blood or marriage; persons legally married to one another; persons formerly married to one another; persons who have a child in common; unrelated persons who are continually or at regular intervals living in the same household or who have in the past continually lived in the same household; or unrelated persons who have had intimate or continuous social contact with one another and who have access to one another's household.

The following services, when provided directly by a licensed residential program for victims of domestic violence pursuant to OCFS regulations 18 NYCRR Parts 452, 453, 454, or 455, or an approved non-residential program for victims of domestic violence pursuant to OCFS regulation 18 NYCRR Part 462, are considered domestic violence services:

Arranging and providing emergency shelter at a licensed residential program for victims of domestic violence;

Telephone Hotline assistance, which means the provision of immediate crisis intervention counseling and information and referral services through a telephone hotline.

Information and referral services which means providing information about and referral to community services and programs including referral to domestic violence residential services.

Advocacy services which means providing liaison services or intervening on behalf of a victim of domestic violence in order to assist victims in accessing legal remedies and protections and law enforcement personnel, obtain public assistance applications, medical care, social services, employment, and housing.

Counseling which means providing individual and/or group counseling which stresses self-sufficiency and addresses the needs identified by victims, assists victims to seek services on their own behalf, informs victims of the options available for their safety, informs victims of the nature of family violence and its effects on children, informs victims of the legal, financial and housing options available to them, and assists victims to improve their problem solving skills.

Community education/outreach activities which means providing educational activities to the community regarding the need for and the benefits of domestic violence services, the dynamics of domestic violence, and the prevention of domestic violence by making presentations, distributing written materials and using the media.

Children's services which means: (1) making appropriate arrangements to provide for the education of school-aged children; (2) assisting victims in arranging child care to enable the victim to seek needed services; and (3) offering and providing appropriate counseling to the children of domestic violence victims.

Support groups, which mean the provision of peer support to interested victims domestic violence by conducting meetings during which groups of victims discuss their experiences with family violence.

Follow up services which means confirming that prior to a victim exiting a domestic violence residential program, efforts are made by the residential program to involve the victim in discussions on available community resources which may assist the victim in carrying out their intended future plans upon departure from the residential program.

Medical services which means the residential program has an established linkage with a fully accredited medical institution or clinic or with qualified medical personnel for the referral of victims who are residents of a domestic violence residential program for preliminary health examinations and follow-up visits.

Transportation which means to the extent possible arranging for transportation to the residential program in an emergency and providing transportation or assisting victims to obtain available public or private transportation or assisting in order for victims to secure legal, medical, housing, employment or public assistance services.

Translation services which means interpreting any oral or written information for non-English speaking victims of domestic violence.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS: All individuals who meet the definition of a victim of domestic violence pursuant to OCFS regulation, 18 NYCRR 452.2(g) of Office regulations without regard to income.

METHOD OF PROVISION: Direct provision, purchase private, purchase public

SOCIAL GROUP SERVICES FOR SENIOR CITIZENS

DEFINITION: Those services provided to older adults, through specialized community facilities which serve as focal points for their concerns, needs and interests for such multiple purposes as combating isolation, preventing or delaying physical and mental deterioration, diminishing the effects of loss of role and status, providing centralized accessibility to services and enabling the aged to remain in their homes or community for as long as possible. Services available in these centers may include any or all of the following:

- (a) Information and Referral
- (b) Nutrition (congregate meals)
- (c) Counseling
- (d) Employment Counseling
- (e) Recreation and Educational Programs
- (f) Transportation to and from User's Home and Facilities
- (g) Health Maintenance Services
- (h) Community Service Volunteer Opportunities
- (i) Leadership Development
- (j) Facilitation of use of other Agencies' Services
- (k) Advocacy
- (l) Outreach

NATIONAL GOAL RELATIONSHIP: II

METHOD OF PROVISION: Direct provision, purchase private, purchase public

ELIGIBILITY: Group eligibility

TRANSPORTATION SERVICES

DEFINITION: Arranging for and/or providing necessary transportation to and from facilities or resources in order to receive appropriate services as contained in the Child and Family Services Plan. Reimbursement may be made to the recipient for the cost of such transportation when transportation has the prior approval of the local district and upon presentation of a receipt thereof.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV, V

METHOD OF PROVISION: Direct provision, purchase private, purchase public

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, SSI, Income Eligibles

UNMARRIED PARENTS SERVICES

DEFINITION: Providing or arranging for supportive health and social services for an unmarried parent and a child born or to be born out-of-wedlock; if possible, involving the putative father and the grandparents in planning for the future care of the child; and providing or arranging for the counseling of the parents and their families. Such services shall include discussion of alternative plans for the child's future; arranging for the care of the unmarried parent before and after delivery and the child after delivery in an approved foster family home, agency boarding home, group home, institution or independent living arrangement; arranging for legal and other services if required; and arranging for establishment of paternity and support.

In addition to the above, services for unmarried parents under the age of 21 may include providing or arranging for one or more of the following types of service delivery:

- (a) Individual, couple and group counseling for pregnant adolescents, adolescent parents and their families, including pregnancy counseling, preparation for childbirth, 24-hour emergency supportive aid, and use of parent aides, supportive friends or peer counselors to provide outreach and referral to professional services in the community.
- (b) Social and educational group services for pregnant adolescents and/or adolescent parents, which provide education and information on parenting, child development, family planning, health and nutrition, household management, and use of community resources in addition to opportunities for, peer support. Respite child care services and transportation may be included in adolescent parent group services.
- (c) Parenting training for pregnant and parenting adolescents which includes individual and group counseling or workshops on parent/child relationships in family life, formal and informal instruction in child care and child development, and trained parent aides or other home visitation services (not to include homemaker/housekeeper services).
- (d) Education or employment services for pregnant and parenting adolescents, which are designed to promote self-sufficiency by assisting them to complete their high school educations, improve work-related skills and job readiness, and find and maintain employment.

NATIONAL GOAL RELATIONSHIP: I, II, III, IV, V

METHOD OF PROVISION: Direct provision, purchase private

CATEGORIES OF ELIGIBLE INDIVIDUALS:

TANF, Safety Net, SSI, Income Eligibles\*\*