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Local Commissioners Memorandum

Transmittal:	05-OCFS-LCM-02
To:	Local District Commissioners
Issuing Division/Office:	Administration/Budget Management
Date:	January 28, 2005
Subject:	SFY 2004-2005 Worker Recruitment and Retention Foster Care Block Grant Allocation of \$9 Million
Contact Person(s):	See Section VI.
Attachments:	SFY 2004-2005 Allocations by County
Attachment Available On – Line:	Yes

I. Purpose

The purpose of this memorandum is to implement a provision of the State Fiscal Year (SFY) 2004-2005 enacted State Budget that authorizes the Office of Children and Family Services (OCFS), as part of the Foster Care Block Grant (FCBG) appropriation, to allocate “up to \$9 million” to local departments of social services (LDSSs) for State reimbursement, net of available Federal funds, to support the costs of continuing the Worker Recruitment and Retention Add-On Rates. As specified in 04-OCFS-LCM-14, the SFY 2004-2005 FCBG appropriation of \$373.5 million included an allocation of \$364.5 million for State reimbursement of foster care services, as defined in that memorandum, as well as an allocation of \$9 million for State reimbursement of the costs of continuing the Worker Recruitment and Retention Add-On Rates.

II. Background

The Worker Recruitment and Retention Add-On Rates were initially authorized in Chapter 53 of the Laws of 2002, and subsequently authorized in Chapter 53 of the Laws of 2003, to fund an additional 3 percent increase in the salary and fringe benefits of the child care and social services components of

the Maximum State Aid Rates (MSAR) through the payment of Worker Recruitment and Retention Add-On Rates. Such Add-On Rates were approved by OCFS for the period of December 1, 2002, through June 30, 2004, to be paid separately from the MSAR to each participating program. Chapter 53 of the Laws of 2004 authorized an allocation of “up to \$9 million” to provide for continued funding of the Worker Recruitment and Retention Add-On Rates through an allocation that would support this initiative ongoing by including its cost in the calculation of an approved 2004-2005 MSAR for each participating program.

Regarding the payment and claiming of a separate Add-On Rate, prior to including these Add-On Rates in the calculation of 2004-2005 MSARs, LDSSs were given previous instructions in 04-OCFS-LCM-03.

- Each LDSS was authorized to use the LDSS-3922 for claiming payments made to voluntary agencies for services provided for the period of December 1, 2002, through June 30, 2004, using the Worker Recruitment and Retention Add-On Rates approved by OCFS for that period.
- Each LDSS was informed that the Worker Recruitment and Retention Add-On Rates would no longer be paid and claimed separately for services provided on or after July 1, 2004, and that the costs for this initiative would be included in the calculation of an OCFS approved 2004-2005 MSAR for each participating program.

The \$9 million is allocated in this memorandum to finance the costs of continuing this initiative through the OCFS-approved 2004-2005 MSARs.

III. Program Implications

The allocation of \$9 million in SFY 2004-2005 is designed to support continued funding of the Worker Recruitment and Retention Add-On Rates, through payment and claiming of the 2004-2005 MSARs. This means that the MSARs effective July 1, 2004, include the expenditures of the Worker Recruitment and Retention Add-On Rates for those programs that participated in the initiative. Therefore, payment of the 2004-2005 MSARs would provide agencies with the necessary revenue to support continued funding of the Worker Recruitment and Retention Add-On Rates, which can no longer be claimed separately as of July 1, 2004.

In accord with Chapter 53 of the Laws of 2004, the allocation of \$9 million to support continued funding of the Worker Recruitment and Retention Add-On Rates is based on an analysis of prior LDSS claims for the Add-On Rates actually paid in support of this initiative.

IV. Methodology

The percentage of the \$9 million allocated to each local district is determined by the local district's proportionate share of the statewide gross Worker Recruitment and Retention Add-On Rates claims submitted through March 31, 2004.

LDSS allocations of the \$9 million are specified in the attachment to this memorandum.

V. Fiscal and Claiming

The allocation of the \$9 million will be added to each LDSS's FCBG allocation. Consequently, the schedule regarding the distribution of the FCBG, as well as other relevant policies regarding the use and claiming of FCBG funds as specified in 04-OCFS-LCM-14, apply to these allocations.

As stated above, effective July 1, 2004, the Worker Recruitment and Retention Add-On Rates are included in the 2004-2005 MSARs, which means that Worker Recruitment and Retention Add-On Rates can no longer be claimed separately as of that date.

Accordingly, the 2004-2005 MSAR amounts are claimed on the Schedule K Reimbursement for Foster Care and Adoption Expenditures (LDSS-3479) and Schedule H Non Title XX Services for Recipients (LDSS-4283). Please refer to the Fiscal Reference Manual (FRM) Volume 2, Chapter 3, for claiming instructions.

Therefore, beginning with July 1, 2004, any claims in excess of the 2004-2005 MSARs, which now include the Worker Recruitment and Retention Add-On Rates, are non-reimbursable.

VI. Contact Information

Any fiscal questions regarding the allocations in this memorandum should be directed to:

Deborah Hanor, Director, Bureau of Budget Management at 518-474-1361, or Deborah.Hanor@dfa.state.ny.us

Questions pertaining to claiming should be directed to the Office of Temporary and Disability Assistance (OTDA), Bureau of Financial Services, as follows:

Regions I - IV: Virginia Scala, 518-474-7549; or Virginia.Scala@dfa.state.ny.us

Region V: Michael Borenstein, 631-854-9704; or Michael.Borenstein@dfa.state.ny.us

Region VI: Marian Borenstein, 212-961-8250, or Marian.Borenstein@dfa.state.ny.us

Susan A. Costello

Issued By:

Name: Susan A. Costello

Title: Deputy Commissioner

Division/Office: Administration

ATTACHMENT A

ALLOCATION OF \$9 MILLION

District	Allocation	District	Allocation
Albany	178,191	Ontario	19,323
Allegany	-	Orange	118,854
Broome	94,401	Orleans	1,332
Cattaraugus	-	Oswego	52,551
Cayuga	41,454	Otsego	-
Chautauqua	22,500	Putnam	18,486
Chemung	56,205	Rensselaer	72,567
Chenango	20,448	Rockland	56,394
Clinton	-	St. Lawrence	13,410
Columbia	65,853	Saratoga	67,320
Cortland	15,633	Schenectady	92,187
Delaware	5,607	Schoharie	13,851
Dutchess	36,945	Schuyler	4,230
Erie	320,625	Seneca	-
Essex	7,659	Steuben	37,053
Franklin	14,409	Suffolk	235,737
Fulton	29,709	Sullivan	21,699
Genesee	8,820	Tioga	14,139
Greene	32,292	Tompkins	2,151
Hamilton	-	Ulster	71,847
Herkimer	30,582	Warren	23,472
Jefferson	37,881	Washington	7,272
Lewis	2,160	Wayne	17,676
Livingston	-	Westchester	191,088
Madison	39,897	Wyoming	15,750
Monroe	193,122	Yates	7,254
Montgomery	16,425		
Nassau	184,815	Upstate Totals	2,917,071
Niagara	34,506		
Oneida	152,316	New York City	6,082,929
Onondaga	98,973		
		Statewide Totals	9,000,000