



NEW YORK STATE
OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE
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David A. Paterson
Governor

Local Commissioners Memorandum

Section 1

Transmittal:	10-LCM-14
To:	Local District Commissioners
Issuing Division/Office:	Center for Employment and Economic Supports
Date:	September 28, 2010
Subject:	Supplemental 100% Food Stamp Employment and Training Allocations – FFY 2010
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Attachments:	Attachment 1: FFY 2010 Supplemental 100% Food Stamp Employment and Training Allocations
Attachment Available On – Line:	Yes

Section 2

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to provide supplemental federal fiscal year (FFY) 2010 Food Stamp Employment and Training (FSET) 100% administrative funding allocations for each social services district.

II. Background

New York State receives annual allocations from the United States Department of Agriculture (USDA) to support FSET program administration. USDA reallocates other states' unexpended 100% funds to states that request and justify the need for the funds. New York requested additional FFY 2010 FSET 100% funds and was awarded an additional \$3.8 million.

The 100% federal funds are available to fully reimburse FSET administrative costs without non-federal match. Districts' 100% FSET allocations are based on work registrant caseloads. Attachment 1 lists each district's initial 100% allocation as well as the supplemental allocation awarded through this memorandum and total FFY 2010 100% allocation.

Participant reimbursement and dependent care funding for FSET is not included in the administrative allocations and should continue to be claimed separately. Districts are reminded that FSET dependent care may not be used to cover the costs of care for individuals who are eligible for services under the Child Care Block Grant (see 02-LCM-10).

Your district's FFY 2010 FSET administrative allocations are available to reimburse costs incurred from October 1, 2009 through September 30, 2010. **Consistent with all FFY 2010 FSET funds, these additional funds must be used to cover costs incurred during the October 1, 2009 through September 30, 2010 period.** Districts should submit supplemental claims in order to receive payment in a timely manner. If claims are not submitted to expend the allocated funds, OTDA's Bureau of Financial Services will move any 50% claims to the 100% claim category sometime after the final claiming deadline. These claiming adjustments will permit each district to increase the extent to which employment services for food stamp applicants and recipients are fully funded with federal funds. All claims for FFY 2010 100% FSET reimbursement must be received no later than **February 1, 2011.**

III. Program Implications

This memorandum provides a supplemental FFY 2010 100% allocation. Districts should refer to 10-LCM-07 for information regarding the use of FSET funds.

IV. Claiming Instructions

Districts will claim FSET expenditures through the Schedule RF-2A (Monthly Statement of Administrative Expenditures Federal and State Aid) claim package. These FSET expenditures are claimed for reimbursement as F3 functional costs. These costs would be claimed on the LDSS-2347-B1, Schedule D-3 Allocation and Claiming of Administrative Costs for Employment Programs. The instructions for both of these forms are found in the Fiscal Reference Manual, Volume 3 (Volume 4 for New York City), Chapters 10 and 19.

Note that participant reimbursement and dependent care expenditures for FSET are not part of the FSET administrative allocations and should continue to be claimed in their respective columns on the Schedule D-3.

USDA has approved our ability to claim Safety Net Assistance Maintenance of Effort (SNA-MOE) work registrants as FSET program participants. The cost of employment programs for SNA-MOE work registrants is also eligible under the Temporary Assistance for Needy Families (TANF) program. Districts may include these SNA-MOE cases under either the FSET program or the TANF program, provided that the costs are reimbursable under both programs. The election to claim these cases under either FSET or TANF must be consistent throughout the federal fiscal year with any changes to that

election being made by the December following the end of the federal fiscal year. All Flexible Fund for Family Services (FFFS) plans should be evaluated to determine if any shift in expenditures requires a plan revision.

Please refer to Chapter 10 of Volume 3 (Volume 4 for New York City) of the Fiscal Reference Manual for detailed instructions on preparation of Schedule D-3.

Once a district exceeds its 100% FSET allocation, it is encouraged to ensure that other FSET claims are submitted as 50% claims. District action will result in the district receiving appropriate reimbursement funds sooner than if the district waits for the State to shift the 100% overclaims back to 50% FSET.

V. Additional Information

None

Issued By

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Title: Deputy Commissioner
Division/Office: Center for Employment and Economic Supports

FFY 2010 Food Stamp Employment and Training Supplemental 100% Allocations

DISTRICT	INITIAL ALLOCATION	SUPPLEMENTAL ALLOCATION	TOTAL FFY10 100% ALLOCATION
ALBANY	113,160	40,700	153,860
ALLEGANY	25,720	8,450	34,170
BROOME	193,610	59,540	253,150
CATTARAUGUS	28,300	9,240	37,540
CAYUGA	43,300	15,450	58,750
CHAUTAUQUA	129,790	48,830	178,620
CHEMUNG	95,760	34,820	130,580
CHENANGO	47,610	15,740	63,350
CLINTON	50,240	19,460	69,700
COLUMBIA	12,510	5,390	17,900
CORTLAND	22,080	7,110	29,190
DELAWARE	6,670	2,900	9,570
DUTCHESS	104,910	41,010	145,920
ERIE	897,180	307,550	1,204,730
ESSEX	14,000	5,070	19,070
FRANKLIN	47,790	17,490	65,280
FULTON	62,860	23,560	86,420
GENESEE	12,890	4,040	16,930
GREENE	18,850	8,030	26,880
HAMILTON	1,440	350	1,790
HERKIMER	45,100	14,720	59,820
JEFFERSON	89,300	29,990	119,290
LEWIS	19,500	6,500	26,000
LIVINGSTON	36,960	13,280	50,240
MADISON	32,400	16,310	48,710
MONROE	607,290	185,820	793,110
MONTGOMERY	36,070	12,330	48,400
NASSAU	133,080	56,330	189,410
NIAGARA	194,030	69,630	263,660
ONEIDA	152,160	48,790	200,950
ONONDAGA	288,710	103,340	392,050
ONTARIO	42,470	15,940	58,410
ORANGE	102,670	48,030	150,700
ORLEANS	22,250	6,810	29,060
OSWEGO	106,520	41,690	148,210
OTSEGO	40,670	13,340	54,010
PUTNAM	1,670	580	2,250
RENSSELAER	87,680	31,140	118,820
ROCKLAND	70,250	36,260	106,510
ST.LAWRENCE	85,950	29,840	115,790
SARATOGA	39,790	27,990	67,780
SCHENECTADY	38,810	13,870	52,680
SCHOHARIE	12,370	7,110	19,480
SCHUYLER	15,790	6,470	22,260
SENECA	7,360	3,210	10,570
STEUBEN	73,540	21,880	95,420
SUFFOLK	293,970	124,550	418,520
SULLIVAN	31,890	12,830	44,720
TIOGA	34,570	12,100	46,670
TOMPKINS	48,570	15,180	63,750
ULSTER	51,340	32,080	83,420
WARREN	20,030	8,980	29,010
WASHINGTON	29,060	12,210	41,270
WAYNE	44,470	15,610	60,080
WESTCHESTER	387,400	125,480	512,880
WYOMING	9,870	2,440	12,310
YATES	10,180	2,610	12,790
TOTAL UPSTATE	5,272,410	1,900,000	7,172,410
NEW YORK CITY	9,706,485	1,900,000	11,606,485
STATEWIDE	14,978,895	3,800,000	18,778,895