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| LOCAL COMMISSIONERS MEMORANDUM |  
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DSS-4037EL (Rev. 9/89)

Transmittal No: 97 LCM-34

Date: April 28, 1997

Division: Services and  
Community  
Development

TO: Local District Commissioners

SUBJECT: Allocations for Expansion of Child Care Subsidy Programs

ATTACHMENTS: District Child Care Allocations  
(Available On-Line)

The purpose of this Local Commissioners Memorandum (LCM) is to inform social services districts of the availability of additional federal funds for the expansion of child care subsidy programs. New York State has received the first two quarters of federal funds granted to the state under the Child Care and Development Fund. The Department has identified funds in excess of the projected amount needed to maintain the caseload of child care subsidies under the Temporary Assistance, Transitional Child Care, State Low Income Day Care, At Risk Low Income Child Care, and the Child Care and Development Block Grant programs.

The Department is allocating \$26,050,000 to districts to expand child care subsidies for families with incomes up to 200% of the State income standards that need child care in order to work, seek employment, or attend approved job training or educational programs, or as a part of a child protective case. Districts should continue to operate the Title IV-A and Transitional Child Care programs. Families entitled to receive child care under the Title IV-A or Transitional Child Care programs should be claimed under those programs on the DSS-187 Schedule A, line 1a, column 4, and the DSS-4283 Schedule H, line 2, column 7, respectively.

There is no requirement for a local match in order to access these additional subsidy funds. There is no requirement for districts to submit an application to receive these funds. Social services districts electing to participate in the expansion program must provide child care services funded with these additional funds in accordance with the requirements for the Child Care and Development Block Grant as set forth in Department regulations.

Districts should note that the Child Care and Development Block Grant Act requires that funds be used to supplement and not supplant local funds. Additionally, the Personal Responsibility and Work Opportunity Reconciliation Act requires a maintenance of effort at the level of expenditures for child care in federal fiscal year 1995. Therefore, districts are expected to maintain their local commitment to child care and utilize these additional funds to expand services.

#### ALLOCATION INFORMATION

The expanded child care subsidy program funds are allocated for the period October 1, 1996 to September 30, 1997. The attachment indicates the allocation of federal funds to each district.

The annualization of the expanded caseload is factored into the Governor's proposal for a new seamless block grant for child care subsidies.

#### CLAIMING INSTRUCTIONS

Program expenditures from the expanded child care funds should be claimed under the Child Care and Development Block Grant (CCDBG) program on the DSS-4283 Schedule H, line 2, column 10. The Department will reconcile and apportion district expenditures to the appropriate claiming categories to maximize federal funding.

Claims for these additional funds must be liquidated by social services districts by September 30, 1997. Social services districts cannot carry over unspent funds into the next federal fiscal year. Final claims of expenditures for the period October 1, 1996 through September 30, 1997 must be submitted by November 7, 1997. Any unspent allocation will be reallocated to other districts to the extent permitted by federal regulations.

#### SYSTEMS INFORMATION

Authorization and payment of child care services under the expanded child care funds will be designated in WMS Services by Services Type Suffix Code L, which is used for the CCDBG program. A WMS Service case must include the Direct Service Type 03L and the corresponding POS Service Type of 30L through 37L, or 3AL through 3GL.

The system also supports monitoring the issuance and return of child care certificates. Instructions for the child care certificate can be found in 92 LCM-138 and in the BICS Operations Manual, page A-82, BICS Production Request 32, in the addition dated April 1, 1993. Information is also provided in the BICS Services Payment Processing Manual, II. Authorizations, E. Self Selected Day Care Certificates, pages II 25-27.

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CONTACT PERSON

If you have any questions regarding information contained in this LCM, please contact Eileen Mahoney of the Bureau of Early Childhood Services at 1-800-343-8859 extension 3-0711 or direct dial (518) 473-0711. Ms. Mahoney also may be contacted on-line, OFISLINK User ID #SVC109.

If you have any fiscal questions, please contact the Bureau of Local Financial Operations:

Regions 1-4 - Roland Levie at 1-800-343-8859, extension 4-7549  
or dial direct (518) 474-7549; User ID #FMS001.  
Region 5 - Marvin Gold at (212) 383-1733; User ID #0FM270.

If you have any WMS questions, please contact Gerald Seeley of the Bureau of Services Information Systems at 1-800-342-3727 or dial direct (518) 432-2932; User ID 0FL130.

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Rose M. Pandozy  
Deputy Commissioner,  
Division of Services and  
Community Development

## ATTACHMENT

EXPANSION OF CHILD CARE SUBSIDY ALLOCATIONS  
OCTOBER 1, 1996 THROUGH SEPTEMBER 30, 1997

<u>DISTRICT</u>	<u>ALLOCATION</u>	<u>DISTRICT</u>	<u>ALLOCATION</u>
Albany	383,020	Oneida	356,488
Allegany	83,060	Onondaga	655,250
Broome	258,085	Ontario	189,084
Cattaraugus	153,114	Orange	422,436
Cayuga	128,238	Orleans	71,097
Chautauqua	241,968	Oswego	150,336
Chemung	161,714	Otsego	100,123
Chenango	97,996	Putnam	83,563
Clinton	151,405	Rensselaer	161,051
Columbia	100,485	Rockland	249,599
Cortland	83,256	St Lawrence	175,096
Delaware	71,283	Saratoga	187,402
Dutchess	196,759	Schenectady	204,352
Erie	1,262,259	Schoharie	53,316
Essex	60,855	Schuyler	31,403
Franklin	79,308	Seneca	54,274
Fulton	101,763	Steuben	203,979
Genesee	106,317	Suffolk	1,124,032
Greene	66,797	Sullivan	101,028
Hamilton	6,529	Tioga	109,940
Herkimer	121,600	Tompkins	129,528
Jefferson	207,905	Ulster	204,687
Lewis	51,367	Warren	93,983
Livingston	96,652	Washington	86,687
Madison	121,788	Wayne	163,835
Monroe	857,210	Westchester	1,264,053
Montgomery	94,880	Wyoming	65,973
Nassau	1,115,328	Yates	43,042
Niagara	256,934		
		New York City	12,596,488