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

Transmittal No: 97 LCM-45

Date: July 10, 1997

Division: Services and  
Community  
Development

TO: Local District Commissioners

SUBJECT: Child Care: State Low Income Day Care and At Risk Low Income  
Child Care Subsidy Program Allocations

ATTACHMENTS: State Low Income Day Care and At Risk Low Income Child  
Care Allocations (Available on-line)

The Department is concerned that a number of social services districts are planning to suspend their State Low Income Day Care (SLIDC) and At Risk Low Income Child Care (ARLICC) without formal assurance of continued funding. The Governor recognized the importance of child care in the lives of families and included continuance of funding for child care subsidies in the emergency budget. To ensure that families currently being served under the SLIDC and ARLICC programs do not lose child care subsidy support during the process of enacting the State Budget, the Department is allocating to districts \$13,100,000 to maintain the SLIDC program and \$5,197,353 to maintain the ARLICC program for the period April 1, 1997 through July 31, 1997.

Allocations are based upon the lesser of expenditures claimed by social services districts or the prorated SFY 1996-97 allocation for the SLIDC and ARLICC programs for the period January 1, 1997 through March 31, 1997 and adjusted to maintain expenditures for a four month period. Districts will have until September 30, 1997 to expend these allocations.

There is no requirement for districts to submit an application to receive these funds. There is no requirement for a local match in order to access allocated funds under the SLIDC or ARLICC subsidy programs. ARLICC funds must not be used to supplant other funding.

The terms and conditions of operating the SLIDC and ARLICC programs may be affected by the enactment of the State Budget and other legislation. Districts will be notified of all changes to the funding of child care subsidy programs once the State Budget passes.

STATE LOW INCOME DAY CARE

The attachment indicates each district's SLIDC allocation for the period April 1, 1997 through July 31, 1997. The State share is 100% of program costs. Reimbursement for administrative costs will be addressed after passage of the State Budget.

SLIDC program funding is available to social services districts for the provision of child care services to families who are employed, participating in approved education/training programs or seeking employment (for up to six months). Each social services district establishes in its Consolidated Services Plan an income eligibility level at or below 200% of the State income standard. Eligible providers include child day care providers as defined in Section 415.1(a) and (h) of Department regulations.

Social services districts must expend this SLIDC allocation by September 30, 1997. Any funds that are not expended cannot be carried forward to meet later expenditures nor utilized for any other purpose. Any SLIDC funds which are not expended may be reallocated by the Department to other districts which have exceeded their allocations.

AT RISK LOW INCOME CHILD CARE PROGRAM

The attachment indicates each district's ARLICC allocation for the period April 1, 1997 through July 31, 1997. The federal share of the program costs is 50% and the State share is 50%. The State share will be deducted from your district's SLIDC allocation. Reimbursement for administrative costs will be addressed after passage of the State Budget.

ARLICC program funding is available to social services districts for the provision of child care services to families with gross family incomes at or below 200% of the State income standard which are not currently receiving public assistance, need child care in order for a family member to accept employment or remain employed, and without such child care services would be at risk of becoming eligible for ADC. Program rules are detailed in Section 415.10 of the Department's regulations. Eligible providers are defined in Section 415.1(a), (c), (h) and (n) of Department regulations.

Social services districts must expend this ARLICC allocation by September 30, 1997. Any funds that are not expended cannot be carried forward to meet later expenditures nor utilized for any other purpose. Any ARLICC funds which are not expended may be reallocated by the Department to other districts which have exceeded their allocations.

CLAIMING INSTRUCTIONS

LOW INCOME DAY CARE: Instructions for claiming program costs are contained in the Department's Fiscal Reference Manual (Volume II, Chapter 3) for Schedule H (DSS-4283) Non-Title XX Services for Recipients. Total expenditures should be reported on column 6 (Low Income Day Care), line 2 (Day Care Services for Children) and line 6 (Transportation Services). Enter on line 16, column 6 (Fees for Low-Income Day Care) total fees collected from families. For SLIDC program costs, there is no requirement for a match of the expenditures with local funds. Normal claiming instructions should be followed which will result in 100% of the expenditures being identified as State share.

Claims for the SLIDC program for the period ending September 30, 1997 must be submitted by November 7, 1997. Social services districts which participate in the ARLICC program should note that their SLIDC allocation is used as the State match for federal ARLICC funds.

AT RISK LOW INCOME CHILD CARE: Instructions for claiming program costs are contained in the Department's Fiscal Reference Manual (Volume II, Chapter 3). Program expenditures for ARLICC are claimed on the Schedule H-Non-Title XX Services For Recipients (DSS-4283). Total expenditures should be reported on column 9 (At Risk Day Care), line 2 (Day Care Services For Children) and line 6 (Transportation Services). Enter on line 16, column 9 (Fees Collected) total fees from families responsible for paying a fee. For ARLICC program costs, there is no requirement for a match with local funds. Normal claiming instructions should be followed which will result in a local share not being reported on the Schedule H. The district's SLIDC allocation will be the 50% State match for ARLICC program expenditures.

Expenditures for the ARLICC program for the period ending September 30, 1997 must be claimed by November 7, 1997. No exceptions or waivers will be granted for the reimbursement of expenditures submitted after November 7, 1997.

ADDITIONAL CLAIMING REQUIREMENTS: SLIDC and ARLICC child counts and expenditures should also be reported on the Schedule G-2B, Summary of Payments for Day Care-Services Authorized (DSS-2109B) in columns 2 and 12, respectively.

SYSTEMS INFORMATION

The reporting and authorization of SLIDC and ARLICC child care services are supported in the WMS Services system. WMS supports payments issued directly to either the provider or the recipient.

Service Type Suffix X designates the State Low Income Day Care Program (SLIDC). For SLIDC, a WMS Service case must include the Direct Service Type 03X and the corresponding POS Service Type of 32X through 37X and 3AX.

Service Type Suffix M designates IV-A At Risk Low Income Child Care Program (ARLICC). For ARLICC, a WMS Service case must include the Direct Service Type 03M and the corresponding POS Service Type 30M through 37M or 3AM through 3GM.

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CONTACT PERSON

If you have questions regarding the information in this LCM, please contact Eileen Mahoney of the Bureau of Early Childhood Services at (518) 473-0711 or on-line, Userid #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; Userid #FMS001.

Region 5 - Marvin Gold at (212) 383-1733; Userid #0FM270.

If you have any WMS System questions, please contact Gerald Seeley of the Bureau of Services Information Systems at 1-800-342-3727 or dial direct (518) 402-3087; Userid #0FL130.

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

ATTACHMENT

LOW INCOME DAY CARE AND AT RISK LOW INCOME CHILD CARE  
 April 1, 1997 through July 31, 1997

DISTRICT	LOW INCOME ALLOCATION	AT RISK ALLOCATION	DISTRICT	LOW INCOME ALLOCATION	AT RISK ALLOCATION
Albany	160,054	32,552	Oneida	145,841	73,832
Allegany	21,741	924	Onondaga	356,358	171,275
Broome	105,275	550	Ontario	44,701	14,773
Cattaraugus	28,971	4,881	Orange	97,210	4,085
Cayuga	23,613	7,613	Orleans	47,992	15,103
Chautauqua	162,968	52,062	Oswego	86,972	136
Chemung	100,642	50,156	Otsego	48,716	17,736
Chenango	29,336	16,363	Putnam	18,466	15,071
Clinton	59,227	14,486	Rensselaer	75,198	100
Columbia	34,723	9,860	Rockland	226,117	129,297
Cortland	26,995	21,632	St Lawrence	168,082	62,291
Delaware	68,826	27,799	Saratoga	35,911	9,992
Dutchess	150,001	23,184	Schenectady	29,361	7,730
Erie	294,878	111,670	Schoharie	15,377	100
Essex	40,637	15,532	Schuyler	4,487	2,451
Franklin	39,169	6,491	Seneca	10,408	6,184
Fulton	22,027	100	Steuben	290,353	60,923
Genesee	55,281	17,485	Suffolk	454,206	291,469
Greene	10,915	100	Sullivan	52,917	21,435
Hamilton	2,521	100	Tioga	23,639	11,502
Herkimer	31,679	829	Tompkins	66,615	21,883
Jefferson	66,867	11,138	Ulster	29,498	18,686
Lewis	17,640	3,672	Warren	12,941	3,278
Livingston	55,675	18,400	Washington	40,394	25,026
Madison	47,313	20,520	Wayne	29,360	2,158
Monroe	504,271	131,010	Westchester	289,285	81,206
Montgomery	19,614	100	Wyoming	19,454	3,142
Nassau	664,942	206,155	Yates	10,962	230
Niagara	183,031	23,352			
			New York City	7,340,347	3,297,541