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

Transmittal No: 98 LCM-39

Date: August 5, 1998

Division: Temporary Assistance

TO: Local District Commissioners

SUBJECT: Drug and Alcohol Services: Availability of Funds to  
Provide Enhanced Drug and Alcohol Services to Victims of  
Domestic Violence

ATTACHMENTS: I: Budget Worksheet (available on-line)

I. INTRODUCTION:

The Welfare Reform Act of 1997 established the availability of \$12 million in TANF block grant funds for the purpose of providing enhanced drug/alcohol rehabilitation services to families in receipt of Family Assistance. On February 19, 1998 the Office of Temporary and Disability Assistance released 98 LCM-14, soliciting proposals from local social services districts to operate an enhanced drug/alcohol program. As a result, fifty local social services districts submitted proposals, which will be funded at a total cost of \$11.14 million.

The purpose of this LCM is to make available the remaining \$850,000 to districts who are interested in designing a service model which addresses both drug and alcohol dependency and domestic violence. There is substantial research about the significant overlap between alcohol/substance abuse and domestic violence. As such, the Office of Temporary and Disability Assistance (OTDA), the Office of Alcoholism and Substance Abuse Services (OASAS), and the Office of Children and Family Services (OCFS) are interested in the development of a local plan which strengthens services to families affected by these issues. Local districts interested in pursuing a "creative approach" to provide services to this target population may submit a proposal to the Office of Temporary and Disability Assistance in accordance with this release.

II. PROGRAM MODEL:

The Office of Temporary and Disability Assistance is interested in any innovative ideas that a local district may have which target services to TANF recipients affected by drug/alcohol abuse and domestic violence. District plans should include the integration of domestic violence services and drug/alcohol rehabilitation (treatment as well as enhanced) services to the target population. The plans should, also, include active coordination and collaboration between domestic violence and substance abuse providers. Districts may find the "Model Domestic Violence Policy for Counties", released in January 1998 by the Office for the Prevention of Domestic Violence, a useful tool when designing their plan.

Services to the target population may include, but are not limited to:

- crisis intervention
- coordinated safety and substance abuse treatment planning
- parenting education
- legal, medical and housing advocacy
- children's counseling
- individual counseling
- vocational preparation
- support services
- support for parent/child relationships

Districts may provide services directly or may contract/purchase services from appropriate providers within the district. Drug/alcohol rehabilitation services must be provided by OASAS licensed agencies or Veterans Administration facilities. Domestic violence services must be provided by approved residential and/or non-residential domestic violence providers, unless otherwise permitted by the Department. Any program model must comply, and not interfere, with the local district's requirement to implement the Family Violence Option (98 ADM-3); to screen and assess clients for drug/alcohol abuse; or, to provide shelter and services to victims of domestic violence.

III. PLAN CONTENT:

Local districts interested in operating a program which targets persons affected by domestic violence and drug/alcohol abuse must submit a written proposal for review and approval by the Office of Temporary and Disability Assistance. Plans should include:

1. An understanding of the problems faced by the target population (victims of domestic violence who are also drug/alcohol abusers or potential abusers or victims of a drug/alcohol abuser).

2. The services to be provided including a list of service providers, frequency of service availability, location of services, the number of adults and children to be served, and the associated cost of service. A budget worksheet (Attachment I) must be completed and submitted as part of the proposal.
3. An explanation of the service model, including how families will be identified for services, how services will be accessed, expected client outcomes, and coordination of services with domestic violence and drug and alcohol abuse services in the district.
4. An explanation of how services under the plan will be coordinated with the local district to ensure that the local district meets its responsibilities for drug/alcohol screening and assessment and domestic violence screening and referral for services, and with other domestic violence and substance abuse services in the county.

IV. EVALUATION CRITERIA:

A review team consisting of staff from the Office of Temporary and Disability Assistance, the Office of Children and Family Services and the Office of Alcoholism and Substance Abuse will evaluate and rate all plans submitted within the established timeframe. Due to the limited amount of funding available for this project, it may not be possible to fund all proposals. As such, the review team will rank all proposals. Proposals will be assessed and ranked according to the following criteria.

1. The district's ability to demonstrate an understanding of the issues/problems faced by the target population.
2. The prescribed services to be provided and how these services will be integrated and coordinated to address the many issues/problems faced by the target population.
3. The coordination of services provided with the LDSS to ensure that they complement the districts efforts to provide mandated drug/alcohol and domestic violence services.
4. The ability of the district to clearly describe the service model, including how the target group will be reached/identified and how services will be accessed.

5. The experience and expertise of the service providers in serving the target population and the demonstration of community support and commitment of domestic violence and substance abuse treatment providers.

V. FUNDING:

There is \$850,000 available to fund projects. Districts may submit proposals for funding up to \$200,000. These funds are not available to supplant other treatment funds (i.e. Medicaid) nor can they be used to fund child care expenses which would be funded from the child care block grant. Additionally, as TANF funding, services provided must fall within the guidelines for the expenditure of TANF dollars.

It is anticipated that approved proposals will commence on 10/1/98 and operate until 6/30/99. Funding beyond this initial period is subject to annual appropriation by the State Legislature.

VII. FISCAL IMPLICATIONS:

The administrative costs associated with this project should be reported as F17 function code expenditures and claimed on the Schedule D-17 "Distribution of Allocated Costs to Other Reimbursable Programs" to a DSS-3922 form entitled "Financial Summary for Special Projects" labelled "Enhanced Drug/Alcohol Services" and reported on the appropriate lines.

For individuals who are otherwise eligible for TANF funding, the costs will be reported in the Total Column and claimed at 100% Federal Share. Reimbursement is available up to the limit of the approved project budget, with these costs being outside the local district administrative cap. If local districts collaborate in submitting a proposal, each district should submit claims for only their share of costs incurred under an approved plan.

Any questions of a fiscal nature from Region I through V should be directed to Roland Levie at 1-800-343-8859, extension 4-7549; fiscal questions from Region V and Region VI should be directed to Marvin Gold at (212)383-1733.

VIII. SUBMISSION OF PROPOSALS:

A local social services district may submit a proposal individually or may collaborate with another district(s) and submit a combined plan. Plans should include the name and phone number of an individual that we may contact if any questions arise in the review process. Plans must be submitted to:

Dale J. Peterson, Leader - Region V  
Office of Temporary and Disability Assistance  
40 North Pearl Street  
Albany, New York 12243

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Proposals must be received by close of business Friday, August 28, 1998, to be considered for funding. Districts must submit six (6) copies of their proposal. If you have any questions concerning this release, please contact your Regional Team representative.

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Patricia A. Stevens  
Deputy Commissioner  
Division of Temporary Assistance

