



# Office of Children and Family Services

Kathy Hochul  
Governor

52 WASHINGTON STREET  
RENSSELAER, NY 12144

Sheila J. Poole  
Commissioner

## Local Commissioners Memorandum

|                                 |  |
|---------------------------------|--|
| <b>Transmittal:</b>             | 22-OCFS-LCM-23   |
| <b>To:</b>                      | Local Departments of Social Services Commissioners   |
| <b>Issuing Division/Office:</b> | Division of Administration   |
| <b>Date:</b>                    | August 16, 2022  |
| <b>Subject:</b>                 | <b>SFY 2022-23 Title IV-B Subpart 1 Allocations</b>  |
| <b>Contact Person(s):</b>       | See section VI.  |
| <b>Attachments:</b>             | Attachment A: <i>Title IV-B Subpart 1 SFY 2022-23 Allocations</i><br>Attachment B: <i>Attachment for U.S. Department of Health and Human Services Grants</i> |

### I. Purpose

The purpose of this New York State Office of Children and Family Services (OCFS) Local Commissioners Memorandum (LCM) is to provide local departments of social services (LDSSs) with their Title IV-B Subpart 1 (United States Code §§601-687, Subchapter IV, Chapter 7, Title 42) allocations for State Fiscal Year (SFY) 2022-23.

### II. Background

Title IV-B Subpart 1 provides annual capped funding from the United States Department of Health and Human Services for child protective services. In Federal Fiscal Year (FFY) 2022, New York State received \$10,510,277, a net decrease of \$685,602 from the prior year.

The funds are available to reimburse LDSSs for eligible expenditures made from October 1, 2021, through September 30, 2022, and must be final accepted in the Automated Claiming System (ACS) by March 31, 2023.

### III. Title IV-B Subpart 1 Allocation Methodology

The Title IV-B Subpart 1 allocations provide \$10,510,277 for the reimbursement of LDSS expenditures for child protective services. Each LDSS is allocated an amount equal to its proportion of eligible child protective claims in relation to the total statewide claims. Eligible child protective claims are defined by claims for the period of October 1, 2021, through September 30, 2022, that are final accepted in ACS by March 31, 2023. Additionally, per section 424(f) of the Social Security Act, the total number of visits made by caseworkers monthly to children in foster care during the federal fiscal year must not be less than 95% of the total number of visits that would occur if each child were visited once every month while in care. If New York State were to not meet the 95% threshold, the total Title IV-B Subpart 1 grant award

would be reduced, and each LDSS that did not individually meet 95% would have its Title IV-B Subpart 1 allocation reduced.

#### IV. Claims

Expenditures for allocation included in this publication are claimed as follows:

|                      |                             |             |             |
|----------------------|-----------------------------|-------------|-------------|
| Title IV-B Subpart 1 | Services for Recipients     | Schedule G  | LDSS-1372   |
|                      | Administrative Expenditures | Schedule D2 | LDSS-2347-B |

Instructions for claiming services for recipients can be found in the *Fiscal Reference Manual*, Volume 2, Chapter 3. Instructions for claiming administrative expenditures can be found in the *Fiscal Reference Manual*, Volume 3, Chapter 9. The *Fiscal Reference Manual* is available at <http://otda.ny.gov/resources/fiscalreference/>.

#### V. Other Related SFY 2022-23 Budget Actions

The SFY 2022-23 Enacted Budget appropriated \$610,073,000 for child welfare services. Any claims in excess of an LDSS Title IV-B Subpart 1 allocation for the period of October 1, 2021, through September 31, 2022, and final accepted in ACS by March 31, 2023, will be reimbursed at 62% state share, subject to child welfare threshold provisions. For additional information on child welfare thresholds, please see the 2022-2023 Flexible Fund for Family Services (FFFS) Administrative Directive Memorandum (ADM) [22-ADM-06](#) authored by the New York State Office of Temporary and Disability Assistance (OTDA).

#### VI. Contacts

Questions pertaining to the allocations may be directed to:

Shonna Clinton, Local Operations Manager, Bureau of Budget Management  
518-474-1361  
[Shonna.Clinton@ocfs.ny.gov](mailto:Shonna.Clinton@ocfs.ny.gov)

Questions pertaining to ACS should be directed to OTDA, Bureau of Financial Services:

Regions I-V: Lauren Horn, 518-474-7549  
[otda.sm.Field\\_Ops.I-IV@otda.ny.gov](mailto:otda.sm.Field_Ops.I-IV@otda.ny.gov)

Region VI: Michael Simon, 212-961-8250  
[Michael.Simon@otda.ny.gov](mailto:Michael.Simon@otda.ny.gov)

**/s/ Bryan Bagstad**

#### Issued by:

Name: Bryan Bagstad

Title: Director, Bureau of Budget Management

Division/Office: Division of Administration

**Attachment A**  
**Title IV-B Subpart 1 SFY 2022-23 Allocations**

| <b>District</b> | <b>Allocation</b> | <b>District</b> | <b>Allocation</b> |
|-----------------|-------------------|-----------------|-------------------|
| Albany          | 75,247            | Ontario         | 49,254            |
| Allegany        | 20,998            | Orange          | 257,924           |
| Broome          | 87,640            | Orleans         | 15,901            |
| Cattaraugus     | 44,314            | Oswego          | 66,332            |
| Cayuga          | 28,068            | Otsego          | 30,910            |
| Chautauqua      | 66,490            | Putnam          | 23,109            |
| Chemung         | 33,525            | Rensselaer      | 66,005            |
| Chenango        | 18,886            | Rockland        | 140,020           |
| Clinton         | 48,899            | Saratoga        | 49,121            |
| Columbia        | 38,501            | Schenectady     | 81,244            |
| Cortland        | 26,251            | Schoharie       | 28,513            |
| Delaware        | 34,597            | Schuyler        | 20,646            |
| Dutchess        | 124,874           | Seneca          | 16,047            |
| Erie            | 327,065           | Steuben         | 49,644            |
| Essex           | 18,702            | St. Lawrence    | 55,660            |
| Franklin        | 28,090            | Suffolk         | 494,579           |
| Fulton          | 20,935            | Sullivan        | 48,893            |
| Genesee         | 20,884            | Tioga           | 24,966            |
| Greene          | 25,965            | Tompkins        | 49,069            |
| Hamilton        | 1,804             | Ulster          | 97,860            |
| Herkimer        | 23,751            | Warren          | 22,363            |
| Jefferson       | 54,351            | Washington      | 25,014            |
| Lewis           | 12,651            | Wayne           | 31,141            |
| Livingston      | 42,011            | Westchester     | 520,248           |
| Madison         | 38,224            | Wyoming         | 7,832             |
| Monroe          | 228,976           | Yates           | 9,150             |
| Montgomery      | 17,365            |                 |                   |
| Nassau          | 305,653           | Upstate         | 4,441,156         |
| Niagara         | 124,389           |                 |                   |
| Oneida          | 76,725            | New York City   | 6,069,121         |
| Onondaga        | 143,880           |                 |                   |
|                 |                   | Statewide       | 10,510,277        |
|                 |                   |                 |                   |

**Attachment B****ATTACHMENT FOR U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES GRANTS –  
FFY 21 TITLE IV-B SUBPART 1**

Title 45 U.S. Code of Federal Regulations Part 75 (45 CFR 75), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards*, section 352 states “all pass-through entities must ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, includes the changes in subsequent subaward identification.”

|        |   |   |
|--------|---|---|
| (i)    | Subrecipient name   | Local department of social services   |
| (ii)   | Subrecipient's unique entity identifier   | Local department of social services   |
| (iii)  | Federal award identification number (FAIN)  | 2201NYCWSS  |
| (iv)   | Federal award date to the recipient by the HHS awarding agency  | May 27, 2022  |
| (v)    | Subaward period of performance start and end date   | Award period:<br>October 1, 2021 - September 30, 2023<br><br>Liquidation period:<br>December 30, 2023   |
| (vi)   | Amount of federal funds obligated to the subrecipient by this action by the pass-through entity to the subrecipient             | \$10,510,277  |
| (vii)  | Total amount of the federal funds obligated to the subrecipient by the pass-through entity including the current obligation     | \$10,510,277  |
| (viii) | Total amount of the award committed to the subrecipient by the pass-through entity  | \$10,510,277  |
| (ix)   | Federal award project description   | Stephanie Tubbs Jones Child Welfare Services Program (Title IV-B Subpart 1)   |
| (x)    | Names of the HHS awarding agency, pass-through entity, and contact information for awarding official of the pass-through entity | Administration for Children and Families<br><br>Shonna Clinton – (518) 474-1361<br><a href="mailto:Shonna.Clinton@ocfs.ny.gov">Shonna.Clinton@ocfs.ny.gov</a> |
| (xi)   | CFDA number and name  | 93.645 - Stephanie Tubbs Jones Child Welfare Services Program (Title IV-B Subpart 1)  |
| (xii)  | Identification of whether the award is Research and Development (R&D)   | N   |
| (xiii) | Indirect cost rate for the federal award (including if the de minimis rate is charged per section 75.414)                       | Please see uniform guidance 45 CFR 75.  |