

Human Services Committee
Warren County Department of Social Services

COMMITTEE MEETING AGENDA

December 1, 2025

Committee Members: Supervisors DRISCOLL, Bruno, Patchett, Turner, Wild, Strainer and Runyon.

Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board.

I. Committee meeting called to order by Chair

II. Approval of minutes of prior Committee meeting

III. Privilege of the floor and public comment

IV. Action Agenda/New Business Items:

1. **Request:** Request for a Transfer of Funds; from Code A.6010 110 Salaries – Regular, to Code A.6140 470 Home Relief (Safety Net), in the amount of \$300,000.

Rationale: 2025 Budget: To cover expenses to year end 2025.

Attachment #1

2. **Request:** Request Authorization to renew the agreement with Catholic Charities, for residential, non-residential domestic violence services, and TANF expanded non-residential services, for the term commencing January 1, 2026 and terminating December 31, 2026. Services to be provided at the approved per diem rate established by NYS OCFS and approved OCFS TANF Non-Residential Funding.

Rationale: This mandated and reimbursed service pursuant to Sections 20(3)(d), 34(3)(f), 131-u and 459 of Social Services Law and Social Services Law 459-c and 18 NYCRR part 408, 462.

Attachment #2

3. **Request:** Request to renew the agreement with Dr. Marten Peterson, for consultation services for the provision of independent medical reviews, for the term commencing January 1, 2026 and terminating December 31, 2026, at the amount of \$250/case medical review and \$175/hour for Physician Testimony.

Rationale: Mandated service pursuant to NYS DOH Regulations, 18 NYCRR 505.14, Personal Care Services, for Independent Medical reviews.

Attachment #3

4. **Request:** Request to renew the agreement with Baywood, provide substance abuse services to families and affected by substance abuse disorders; for the term commencing December 1, 2025 and terminating December 31, 2026, for a total amount not to exceed \$70,000;

Rationale: Mandated and reimbursed, Local Commissioner's Memorandum [25-OCFS-LCM-28] from the Office of Children and Family Services pertaining to CAPTA-CARA funding.

Attachment #4

5. **Request:** Request to renew the agreement with Baywood, to complete formal drug and alcohol assessments for Temporary Assistance applicants/recipients; for the term commencing January 1, 2026 and terminating December 31, 2026, at the rate of \$115/assessment;
Rationale: This expense is mandated and reimbursed, SSL 132 and 18 NYCRR 351.
Attachment #5
6. **Request:** Request to renew the agreement with Wait House (Homeless Youth Coalition), for the provision of Safe Harbour Services. Wait House has an anti-trafficking coordinator that meets the system of needs pursuant to the Safe Harbour Act, for the term commencing January 1, 2026 and terminating December 31, 2026, for a total amount not to exceed \$14,949.
Rationale: Mandated and reimbursed; Local Commissioner's Memorandum [25-OCFS-LCM-17] from the Office of Children and Family Services pertaining to Federal Safe Harbour funding.
Attachment #6
7. **Request:** Request to renew the agreement with Wait House (Homeless Youth Coalition), for the provision of Prevention and/or Reentry and Crisis Services, to include respite, for the term commencing October 1, 2025 and terminating September 30, 2026, for a total amount not to exceed \$10,000. Per diem respite rates as determined by the provider.
Rationale: Mandated and reimbursed; Local Commissioner's Memorandum [25-OCFS-LCM-12] from the Office of Children and Family Services pertaining to STSJP funding.
Attachment #7
8. **Request:** Request to renew the agreement between the Department of Social Services and the Warren County Department of Workforce Development, for the term commencing January 1, 2026 and terminating December 31, 2026, for the Pathways to Successful Employment Job Search Assistance and Orientation Class, for a total amount not to exceed \$15,000.
Rationale: This program incorporates the mandated employment services as outlined in the Biennial Employment Plan to assist SNAP and Temporary Assistance applicants and recipients with employment related services and supports.
Attachment #8
9. **Request:** Request to renew the agreement with St. Anne's Institute, for the Warren County Sex Abuse Prevention Program for the term commencing January 1, 2026 and terminating December 31, 2026, for a total amount not to exceed \$91,626;
Rationale: Program provides comprehensive treatment to families in accordance to the Warren County Sex Abuse Prevention Program in 1985.
Attachment #9
10. **Request:** Request to Renew/Continue the Memorandum of Understanding (MOU) between the Department of Social Services and the Warren County Sheriff's Office, for Fraud/Lexis Nexis Services, for the term commencing January 1, 2026 and terminating December 31, 2026, for a total amount of \$ 37,000 with no change from the prior year. The Warren County Sheriff's Office holds the requisite authority and expertise to provide these services.
Rationale:
Attachment #10

11. Request: Request to Renew/Continue the Memorandum of Understanding (MOU) between the Department of Social Services and the Warren County Sheriff's Office, for Security Services, for the term commencing January 1, 2026 and terminating December 31, 2026, for a total amount of \$114,103 which reflects an increase over the prior year.

Rationale: The Warren County Sheriff's Office holds the requisite authority and expertise to provide these services.

Attachment #11

12. Request: Request to Renew/Continue the Memorandum of Understanding (MOU) between the Department of Social Services and the Warren County Information Technology Office, for Computer Support Services, for the term commencing January 1, 2026 and terminating December 31, 2026, for a total amount of \$ 75,000.

Rationale: The Warren County Information Technology Department holds the requisite authority and expertise to provide these services.

Attachment #12

13. Request: Request to enter into an agreement between the Department of Social Services and the Youth Advocate Program, Inc., (YAP) for the period of January 1, 2026 and terminating on December 31, 2026, for a total amount not to exceed \$300,000. YAP will provide Preventive Services for youth at high risk of placement.

Rationale: Family First Prevention Services Act (FFPSA), federal Bipartisan budget Act of 2018 (P.L 115-123) and the NYS approved five-year title IV-E Prevention Plan, provides reimbursement of Evidence Based Programs (EBP) for the purpose of the prevention of removal of children by providing mental health, substance abuse, and in-home parenting skill programs and services. Services are up to 100% federally reimbursable. This will also include STSJP and RTA youth, as well as after care services with an additional goal of reducing placements in detention, [25-OCFS-LCM-12].

Attachment #13

V. Discussion Items:

1. Christina Mastrianni, Commissioner
-Commissioner's Report of Activities & Updates;
(Previously submitted and distributed by Committee Chairman Driscoll)
2. Jill Mammone, Fiscal Manager, DSS
-Monthly Reports: Revenue, Expenditures and Overtime.

Attachment #14

VI. Referrals/Pending Items: NONE

VII. Privilege of the Floor and public comment

VII. Motion to Adjourn

ATTACHMENTS:

1. Request to Transfer Funds \$300,000
2. Request to Renew Contract Catholic Charities DV
3. Request to Renew Contract Dr. M Peterson-Medical Review
4. Request to Renew Contract Baywood-Substance Abuse Services for Families
5. Request to Renew Contract Baywood-Assessments for TA
6. Request to Renew Contract Wait House, Safe Harbour Services
7. Request to Renew Contract Wait House, , Respite Services
8. Request to Renew Contract DSS & Workforce Devel, Pathways Classes
9. Request to Renew Contract St Anne Inst, Prevention Program
10. Request to Renew Contract Sheriff, Investigative Services
11. Request to Renew Contract Sheriff, Security Services HSB
12. Request to Renew Contract Info Technology, Tech Services
13. Request New Contract, Youth Advocate Program (YAP)-Prevention Services
14. Request to Renew Contract monthly Fiscal Reports and Overtime.

ATTACHMENT #1

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Social Services

SIGNED:

DATE: 11/05/2025

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6010 110	Salaries - Regular	A.6140 470	Home Relief (Safety Net)	\$300,000

Please state reason for transfers requested: 2025 budget - to cover costs through year end.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

ATTACHMENT #2

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12/01/25

- (a) Purpose of Contract Change:
To continue the agreement Catholic Charities, for residential and non-residential domestic violence services.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor:
Catholic Charities of the Diocese of Albany
- (d) Address of Contractor: **40 North Main Ave, Albany, NY 12206**
- (e) Contractor's Contact Person and Telephone Number:
Chief Executive Officer: Sr. Betsey Van Deusen, CSJ
- (f) Commencement Date of Extension: **January 1, 2026**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions: i) lump sum amount
ii) hourly rate amount **Per Diem as per OCFS**
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:
A 6010 470**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS



Office of Children and Family Services

Kathy Hochul
Governor

52 WASHINGTON STREET
RENSELAER, NY 12144

DaMia Harris-Madden, Ed.D., MBA, M.S.
Commissioner

Local Commissioners Memorandum

Transmittal:	25-OCFS-LCM-19
To:	Local Departments of Social Services Commissioners
Issuing Division/Office:	Division of Child Welfare and Community Services Division of Administration
Date:	August 4, 2025
Subject:	Temporary Assistance for Needy Families (TANF) Funding for Non-Residential Domestic Violence Services for State Fiscal Year (SFY) 2025-26
Contact Person(s):	See section VI.
Attachments:	Attachment A: <i>SFY 2025-26 TANF Non-Residential Domestic Violence Services Allocation</i> Attachment B: <i>SFY 2025-26 TANF Non-Residential Domestic Violence Services Allocation Attestation and Non-Residential Domestic Violence Services Plan</i> Attachment C: <i>Federal TANF Funding Guidelines and Claiming Instructions</i> Attachment D: <i>Attachment for U.S. Department of Health and Human Services Grants</i>

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to notify local departments of social services (LDSSs) of their allocations for non-residential domestic violence (DV) services administered through the New York State Office of Children and Family Services (OCFS). The enacted budget for state fiscal year (SFY) 2025-26 includes a Temporary Assistance for Needy Families (TANF) appropriation of \$3,200,000 for the provision of non-residential DV services. There are no notable changes from last year's issuance of this LCM. The allocation for each LDSS is listed in Attachment A of this document. This LCM includes the Attachment for U.S. Department of Health and Human Services Grants, which must be provided to all subrecipients per 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.

II. Background

OCFS administers TANF funding for non-residential DV services. In addition to using their TANF appropriations, LDSSs have the option of also dedicating a portion of their Flexible Fund for Family Services (FFFS) allocations to further support non-residential DV services.

III. Allocation Methodology

TANF funding for non-residential DV services is allocated to LDSSs based on a proportion of the population served, as reported in the OCFS Domestic Violence Information System (DVIS), for the 20 LDSSs with the largest population served; and granting a \$25,000 floor for the remaining LDSSs. To

mitigate the impact of this methodology, no LDSS will receive a reduction of more than 5%, and no LDSS will receive an increase of more than 6% from the prior year. In future years, these thresholds may change. Please see Attachment A for a complete list of LDSS allocations.

IV. Program Implications and Federal TANF Funding Guidelines

These TANF funds must be used to provide enhanced or expanded core and/or optional non-residential domestic violence services provided directly by the LDSS or via a purchase of service agreement with a nonprofit that has been identified by the LDSS in their OCFS-approved consolidated services plan. They can only be used for services provided to families with children whose income is at or below 200% of the poverty level. The OCFS website has [a list of approved, non-residential DV programs](#).

Each LDSS must complete Attachment B, *TANF SFY 2025-26 Non-Residential Domestic Violence Services Allocation Attestation*, indicating whether the LDSS intends to access its TANF allocation. If the LDSS intends to use the funds, it must submit a plan for each approved non-residential DV service provider that will receive money from this allocation. The plans must provide a description of the programs and services to be provided with the TANF monies for TANF-eligible victims of DV and their children.

Note: Funds cannot be used for medical services, DV hotline services, DV outreach/educational services, or capital expenditures.

Please send the signed and dated Attachment B and corresponding non-residential domestic violence services plan(s) by **August 31, 2025**, by electronic mail to the OCFS Bureau of Domestic Violence Prevention and Victim Support mailbox: ocfs.sm.dvbureau@ocfs.ny.gov.

As in previous years, these funds must be expended and claimed in accordance with the *Federal TANF Funding Guidelines and Claiming Instructions*. (See Attachment C.)

V. Claiming Instructions and Periods

All expenditures from the non-residential DV services allocation must be claimed in accordance with the LDSS's non-residential DV services approved plan.

The expenditures for the approved non-residential DV services projects must be claimed through the RF17 claim package for special project claiming. Administrative and/or contracted costs associated with approved plans must be first identified on the RF2A claim package as F17 functional costs and reported in the F17 column on the LDSS-923, *Cost Allocation Schedule of Payment Administrative Expenses Other Than Salaries* and the Schedule D, LDSS-2347, *DSS Administrative Expenses Allocation and Distribution by Function and Program*. After final accepting the RF2A claim package, the individual project costs are then reported on the LDSS-4975A, *RF17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs*, using the project label *NON RES DV 2025 26* from the drop-down menu on the Automated Claiming System (ACS).

Salaries, fringe benefits, staff counts, and central services costs are directly entered on the LDSS-4675A, *RF17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs*, while overhead costs are automatically brought over from the RF2A, Schedule D, and distributed based upon the proportion of the number of staff assigned to this project. Employees not working all their time on this project must maintain time studies to support the salary and fringe benefit costs allocated to the program.

Non-salary administrative costs are reported with the appropriate object of expense code(s) on the LDSS-923B, Summary-Administrative (page 1), *Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs*. Program costs are reported as an object of expense code 37 - Special Project Program Expense on the LDSS-923B Summary-Program (page 2), *Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs*. The expenditures should be entered in the RF17 claim package based on the guidelines noted in Attachment C.

Total project costs and shares should be reported on the LDSS-4975, *Monthly Statement of Special Project Claims Federal and State Aid (RF-17)*.

Instructions for completing time studies; the LDSS-923, the LDSS-923B, and the Schedule D and RF17 claim package are found in Chapters 4, 7, and 18, respectively, of the Office of Temporary and Disability Assistance (OTDA) *Fiscal Reference Manual*, Volume 3. The manual is available online at <https://intranet.otda.ny.gov/bfdm/finance/>.

Costs are claimed at 100% federal share for clients in receipt of TANF or who are eligible for TANF with incomes at or below 200% of the federal poverty level. Reimbursement is available up to the limit of the allocation. Costs over the allocation may be claimed as regular DV services expenditures on Schedule G, which are subject to 49% state reimbursement net of any available Title XX funds.

Because of federal reporting requirements, LDSSs must report program and administrative costs separately for claiming purposes. The RF17 claim package permits reporting both types of expenditures on the same form.

Under federal TANF regulations, there is a 15% limitation for costs claimed for administrative activities. Under the same regulations, certain activities that were previously considered administrative are now classified as program costs and, therefore, are not subject to the 15% cap. The guidelines on which costs are administrative and which are non-administrative are in Attachment C.

All open RF17 Non-Residential DV projects are shown in the table below with their service periods and final accept dates. OCFS may reallocate any unspent funds from an LDSS to other LDSSs that have claims that exceed their allocations.

RF17 Project Name	Expenses Incurred From	Expenses Incurred To	Final Accepted in ACS
Non-Res DV 2024-25	October 1, 2024	September 30, 2025	December 31, 2025
Non-Res DV 2025-26	October 1, 2025	September 30, 2026	December 31, 2026

VI. Contact Persons

Programmatic questions should be directed either to the OCFS Bureau of Domestic Violence Prevention and Victim Support or the appropriate Division of Child Welfare and Community Services regional office:

Bureau of Domestic Violence Prevention and Victim Support – Donn King (518) 402-6661

Donn.King@ocfs.ny.gov.

Buffalo Regional Office – Tamara Rivers Simmons (716) 847-3145

Tamara.Rivers@ocfs.ny.gov

Rochester Regional Office – Anthony Sufra (585) 238-8201

Anthony.Sufra@ocfs.ny.gov

Syracuse Regional Office - Sara Simon (315) 423-1200

Sara.Simon@ocfs.ny.gov

Albany Regional Office - John Lockwood (518) 486-7078
John.Lockwood@ocfs.ny.gov
Westchester Regional Office - Sheletha Chang (845) 708-2498
Sheletha.Chang@ocfs.ny.gov
New York City Regional Office – Sandra Davidson (212) 383-4873
Sandra.Davidson@ocfs.ny.gov

Any ACS claiming questions should be directed to the OTDA Bureau of Financial Services by email or telephone:

Justin Gross (Regions I-V) at 518-474-7549
otda.sm.Field_Ops.I-IV@otda.ny.gov
Michael Simon (Region VI) at 212-961-8250
Michael.Simon@otda.ny.gov

/s/ Gail Geohagen-Pratt

Issued by:

Name: Gail Geohagen-Pratt
Title: Deputy Commissioner
Division/Office: Division of Child Welfare and Community Services

/s/ Jill Dunkel

Issued by:

Name: Jill Dunkel
Title: Deputy Commissioner
Division/Office: Division of Administration



Office of Children and Family Services

Andrew M. Cuomo
Governor

52 WASHINGTON STREET
RENSSELAER, NY 12144

Sheila Poole
Commissioner

Administrative Directive

Transmittal:	19-OCFS-ADM-16
To:	Commissioners of Social Services Executive Directors of Residential Domestic Violence Programs
Issuing Division/Office:	Division of Child Welfare and Community Services Administration
Date:	October 4, 2019
Subject:	Revised Model Contract of Local Purchase of Residential Domestic Violence Service Agreements
Suggested Distribution:	Directors of Social Services Legal Staff Finance Staff Executive Directors of Residential Programs for Victims of Domestic Violence
Contact Person(s):	Any questions concerning the programmatic aspects of this release should be directed to the appropriate regional office within the Division of Child Welfare and Community Services: Buffalo Regional Office-Amanda Darling (716) 847-3145 Amanda.Darling@ocfs.ny.gov Rochester Regional Office-Karen Lewter (585) 238-8201 Karen.Lewter@ocfs.ny.gov Syracuse Regional Office-Sara Simon (315) 423-1200 Sara.Simon@ocfs.ny.gov Albany Regional Office-John Lockwood (518) 486-7078 John.Lockwood@ocfs.ny.gov Westchester Regional Office-Thalia Wright (845) 708-2498 Thalia.Wright@ocfs.ny.gov New York City Regional Office-Ronni Fuchs (212) 383-1788 Ronni.Fuchs@ocfs.ny.gov Native American Services-Heather LaForme (716) 847-3123 Heather.LaForme@ocfs.ny.gov
Attachments:	Attachment A: <i>Agreement for Purchase of Residential Domestic Violence Services</i> (includes Appendix A) Attachment B-1: <i>Verification of OCFS Licensed Residential Program for Victims of Domestic Violence</i> Attachment B-2: <i>Schedule A: Reimbursement Rates</i>

Filing References

Previous ADMs/INFs	Releases Cancelled	NYS Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
93-DSS-ADM-24	93-DSS-ADM-24	18 NYCRR 408	SSL §§ 20, 34, 62.5, 131-U, 459-f		

I. Purpose

The purpose of this Administrative Directive (ADM) is to notify local departments of social services (LDSSs) and residential domestic violence programs of the most recent revisions made to the New York State Office of Children and Family Services (OCFS) model contract for the purchase of residential domestic violence services. The revised model contract for the purchase of residential domestic violence services outlined in this ADM replaces the model contract issued in 93-DSS-ADM-24 and cancels that ADM.

II. Background

The revisions in the model contract reflect the changes made in Chapter 56 of the Laws of 2019. Chapter 56 of the Laws of 2019 amended Sections 131-u and 459-f of the Social Services Law (SSL). The amendments, consistent with federal regulations, prohibit placing any conditions on the receipt of residential services for victims of domestic violence. The specific changes include eliminating the requirement that victims of domestic violence apply for public assistance to pay for the costs of emergency shelter and services at a residential program for victims of domestic violence, and repealing requirements that providers charge victims a fee for services. In addition, the amendments state that access to personally identifying information about a victim of domestic violence is permitted only when the victim of domestic violence has provided written, informed, and reasonably time-limited consent.

The provisions in 18 NYCRR 408.8(a) state that each LDSS, which does not directly operate a residential program for victims of domestic violence, must negotiate and enter a contract with at least one residential program for victims of domestic violence located within the district or a contiguous district. In addition, 18 NYCRR 408.8(a) provides that any contract entered into by a social services district and a residential program may not abrogate the obligation of the social services district to offer and provide temporary shelter, emergency services and care to victims of domestic violence pursuant to Section 408.3 of this Part.

OCFS has developed a model contract for use by all social services districts which elect to purchase residential domestic violence services rather than providing such services directly.

The model contract can be modified to cover additional details or to reflect in greater detail the specifications and terms under which payment will be made for services rendered. The terms "LDSS" and "residential domestic violence program," as used in this ADM, are synonymous with the terms "Department" and "Agency," respectively, in the model contract.

III. Summary of Modifications

In general, the language in the Agreement, and attachments have been drafted to bring the contractual obligations into compliance with recent changes in Social Services Law §131-u and §459-f. Two additional changes to note:

- All references to "New York State Department of Social Services" are changed to "New York State Office of Children and Family Services," or "OCFS," as applicable.
- Attachment B-1 *Schedule A: Program Narrative* has been renamed to, Attachment B-1 *Verification of OCFS Licensed Residential Program for Victims of Domestic Violence*, and modified to reflect that the Agency submit a copy of its current OCFS issued operating certificate(s) for their applicable residential programs for victims of domestic violence.

IV. Required Action

LDSSs must modify their residential domestic violence agreements to follow the revised model contract for the purchase of residential domestic violence services.

- A. The duration of the agreement must not exceed twelve (12) months.
- B. The county attorney may add any county legal or policy requirements that do not conflict with any applicable state or federal laws or regulations.
- C. In accordance with the provisions of section 459-h of SSL, and 18 NYCRR 452.10(c), all information related to the general location or specific street address of the residential program for victims of domestic violence must be kept confidential and not subject to release or disclosure. A residential program for victims of domestic violence must maintain a business mailing address separate and distinct from the actual street address of the residential program. For the purpose of the agreement, the business mailing address must be used.

V. Effective Date

Information contained in this ADM and the revised model contract for the purchase of residential domestic violence services becomes effective immediately upon release of this ADM. Existing contracts are subject to the statutory amendments that took effect in Chapter 56 of the Laws of 2019. OCFS recommends that LDSSs modify current contracts to reflect these changes.

/s/ Lisa Gharthey Ogundimu

Issued By:

Name: Lisa Gharthey Ogundimu

Title: Deputy Commissioner

Division/Office: Child Welfare and Community Services

/s/ Derek Holtzclaw

Issued By:

Name: Derek Holtzclaw

Title: Deputy Commissioner

Division/Office: Administration

Attachment A

**AGREEMENT FOR PURCHASE OF RESIDENTIAL SERVICES
FOR VICTIMS OF DOMESTIC VIOLENCE**

This AGREEMENT made this ___ day of _____, 20___, by and between the County of _____ through the _____ County Department of Social Services, hereinafter called the Department, located at _____, _____, New York _____, and _____ hereinafter the Agency, located at _____ a not-for-profit agency licensed or otherwise authorized by the New York State Office of Children and Family Services (OCFS) to provide residential domestic violence services.

WHEREAS, the commissioner of Social Services of the County of _____, hereinafter Commissioner, is charged with the responsibility for the provision of all residential domestic violence services in the County of _____ pursuant to Sections 20(3)(d), 34(3)(f), 131-u and 459 of Social Services Law; and

WHEREAS, the Commissioner may provide such residential domestic violence services either directly or through a contract with a residential program for victims of domestic violence services as such term is defined in Section 459-a (4) of the SSL and New York State regulations, and

WHEREAS, the Agency, under the terms of its corporate authority, has the authority to provide the services required to be performed herein and made a part of hereof, and is duly licensed by OCFS to provide said services, and

NOW THEREFORE, in consideration of the mutual promises herein contained the Department and the Agency mutually agree as follows:

SECTION I - DEFINITIONS

Whenever the following terms are used in this Agreement and schedules attached hereto, they have the following meaning unless otherwise clearly noted:

1. **APPROVED PER DIEM RATE** - the daily rate of reimbursement established by the New York State Office of Children and Family Services and approved by the director of the budget of the State of New York for a residential program for victims of domestic violence. This rate will be payable by the social services district in which a victim of domestic violence was residing at the time of the domestic violence incident whenever such victim and any minor children receive temporary shelter, emergency services and care at such a program.
2. **RESIDENTIAL PROGRAM FOR VICTIMS OF DOMESTIC VIOLENCE** - any residential care program certified by the New York State Office of Children and Family Services and operated by a not-for-profit organization for the purpose of providing emergency shelter, services and care to victims of domestic violence. They include domestic violence shelters, domestic violence programs/mixed occupancy shelters, safe home networks and domestic violence sponsoring agencies.
3. **DOMESTIC VIOLENCE SHELTER** - a congregate residential facility with a capacity of 10 or

more persons, including adults and children, organized for the exclusive purpose of providing emergency shelter, services and care to victims of domestic violence and their minor children, if any.

4. **DOMESTIC VIOLENCE PROGRAM (also referred to as DOMESTIC VIOLENCE MIXED OCCUPANCY SHELTER)** - a facility that would meet the definition of a domestic violence shelter, except victims and their minor children, if any, constitute at least 70 percent of the clientele of such program. The remaining 30 percent may only consist of persons who will not be disruptive of the provision of services and will not jeopardize the safety and well-being of the residents.
5. **DOMESTIC VIOLENCE SPONSORING AGENCY** - a not-for-profit organization offering emergency shelter at a domestic violence safe dwelling, and emergency services and care to victims of domestic violence and their minor children, if any.
6. **DOMESTIC VIOLENCE SAFE DWELLING** - a self-contained residence that is owned, leased, rented or otherwise under the control and supervision of a domestic violence sponsoring agency; has a capacity of nine or fewer persons including adults and children; is secured as specified in 18 NYCRR Section 455.8; has been designated by the domestic violence sponsoring agency to provide emergency shelter exclusively to victims of domestic violence; and has been approved by a domestic violence sponsoring agency pursuant to the standards contained in 18 NYCRR Part 455.
7. **SAFE HOME NETWORK** - an organized network of private homes offering emergency shelter and services to victims of domestic violence and their minor children that is coordinated by a not-for-profit organization.
8. **SAFE HOME** - a self-contained private residence that is owned, leased, rented, or otherwise under the direct control of a single person or family or two or more unrelated persons which has been approved by a safe home network for the purpose of providing emergency shelter to victims of domestic violence and their minor children, if any.
9. **RESIDENT** - any victim of domestic violence and his or her minor children who receive emergency shelter, services and care in a residential program.
10. **VICTIM OF DOMESTIC VIOLENCE** – pursuant to Social Services Law §459-a, a victim of domestic violence means any person over the age of 16, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person's child is a victim of an act which would constitute a violation of the Penal Law, including, but not limited to acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted assault, or attempted murder; criminal obstruction of breathing or blood circulation, or strangulation, identity theft, grand larceny or coercion; and
 - (a) such act or acts have resulted in actual physical or emotional injury or have created a substantial risk of physical or emotional harm to such person or such person's child; and
 - (b) such acts or acts are, or are alleged to have been, committed by a family or household

member as defined in Social Services Law §459-a (2).

11. **PUBLIC ASSISTANCE** – also referred to as temporary assistance (TA), is temporary help for needy adults and children. It includes Family Assistance and Safety Net Assistance. Family Assistance provides temporary assistance to eligible needy families that include a minor child living with a parent or caretaker relative. It is operated under the federal Temporary Assistance for Needy Families (TANF) guidelines. Safety Net Assistance provides cash assistance to needy individuals and families who are not eligible for Family Assistance.

SECTION II - TERM OF AGREEMENT AND RENEWAL

1. The term of this Agreement shall be from _____ through _____ (maximum of 12 months) and may be renewed in writing from year-to-year thereafter. Renewal is not automatic and is dependent upon annual negotiations agreeable to each party, and completed prior to the end of the term of this Agreement.
2. The parties hereto are under no obligation to renew this Agreement or to purchase or provide any care, in whole or in part, after the expiration of the term set forth herein or any renewal thereof, except as herein provided. The Agency must give notice in writing of its intention not to renew the Agreement at least three months prior to the expiration of this Agreement.
3. If notice not to renew has not been given in accordance with the foregoing, then the parties shall move with all due speed to reach a new Agreement to become effective upon expiration of this current Agreement.
4. If negotiations for a new Agreement have not been completed upon expiration of this Agreement, the parties must enter into a written interim continuation Agreement covering the period until negotiations are completed and a new Agreement is executed or an appropriate notice of termination is issued, pursuant to Section X of this Agreement.

SECTION III - SCOPE OF SERVICES

1. It is mutually agreed between the Department and the Agency that the Agency shall provide residential services for victims of domestic violence in accordance with the laws and regulations of New York State, including, but not limited to, 18 NYCRR Parts 408, 452, 453, 454 and 455, as well as those standards prescribed by the New York State Office of Children and Family Services. Residential services for victims of domestic violence must be available services to all victims of domestic violence regardless of race, creed (religion), color, sex (including gender identity or expression), national origin, sexual orientation, military status, age, or disability, predisposing genetic characteristic, familial status, or marital status.
2. In accordance with the provisions in 18 NYCRR Part 408.4(b), when a victim goes directly to the Agency, the Agency shall be responsible for determining the victim's eligibility for services. When a victim goes directly to the Department, the Department will be responsible for determining a victim's eligibility or for referring the victim to a residential program for an eligibility determination.
3. When the Agency determines that a victim is eligible for admission and admits such victim into the program, the Agency must provide notice of such admission to the Department if the victim resided within the Department's jurisdiction at the time of the domestic violence incident,

provided however, that personally identifying information may only be disclosed to the Department if the Agency has received written, informed and time-limited consent from the victim to share that information. In the event the victim admitted into the program does not consent to the disclosure of their personally identifying information to the Department, the Agency must complete the OCFS-2200, *District of Fiscal Responsibility (DFR) Determination Worksheet for Domestic Violence Programs for Victims Not Receiving or Applying for Temporary Assistance*. The notice must be given on or before the first working day following admission.

4. The Agency shall ensure that the victim is informed about their right to apply for public assistance and the relevant information to make an informed decision whether to apply. The relevant information must include, and is not limited to, understanding what personally identifying information is required, how that information will be used, and what benefits and services are available through public assistance. The victims must be informed that a social services district cannot require the victim to apply for public assistance.
5. If the victim chooses to apply for public assistance, they shall complete form OCFS-2201. *Domestic Violence Release of Information*, and the common application (LDSS-2921), and to the extent the victim remains in the residential program, completes the application process for public assistance.
6. The Department shall determine the financial eligibility of victims who choose to apply for public assistance and care.
7. The Department must designate a representative to receive notices of admissions made by the Agency and to serve as the liaison to the Agency on any payment or program issues relating to the admission of victims of domestic violence.
8. The Agency agrees to provide residential services for victims of domestic violence in accordance with 18 NYCRR Parts 452-455 and the rates of payment established by the New York State Office of Children and Family Services, which are appended to the contract as Schedule A. These rates are not negotiable in accordance with the New York State Office of Children and Family Services' regulations.

SECTION IV – REIMBURSEMENT

1. The Department agrees to pay to the Agency, on a monthly basis, within 60 days of receipt of billing, an amount equal to the applicable per diem rate(s) set forth by the New York State Office of Children and Family Services as per an annual policy issuance of the Domestic Violence State Aid Rates on Schedule A (Attachment B-2), multiplied by each bed night actually provided by the Agency, pursuant to 18 NYCRR, Sections 408.4 and 408.5 for each victim and child provided residential services who was residing within the Department's jurisdiction at the time of the domestic violence incident.
2. The Department shall reimburse the Agency for the costs of assistance for those persons who voluntarily applied for public assistance and care contingent upon the Department's receipt of a signed and completed domestic violence release of information (OCFS-2201) and common application (LDSS-2921) on behalf of an individual victim and a completed claim form to the district liaison, _____. Any claim form submitted pursuant to this paragraph must

have been approved by the Department.

3. When the Department determines that a victim of domestic violence is ineligible for public assistance and care, when an application for public assistance is not complete, or when the victim chooses not to apply for public assistance, the Department shall reimburse the Agency for the costs of emergency shelter and services provided to the victim at the daily reimbursement rate established by the New York State Office of Children and Family Services reduced by any other reimbursement available for such costs. To the extent funds are appropriated and the Department has exhausted its Adult Protective/Domestic Violence allocation under Title XX of the federal Social Security Act, such expenditures will be subject to the applicable State reimbursement.
4. A dollar amount for each of the program types provided must be specified in Schedule A (Attachment B-2).
5. The anticipated total cost of the Agreement is an estimate and shall serve as the limit of obligation under this Agreement. Should it appear that the amount entered may be exceeded, an amendment to the Agreement shall be executed. This figure shall serve only as an upper limit and in no way, obligates the Department to purchase residential services for victims of domestic violence up to this amount. The amount entered can be based upon experience during the past contract year modified by the anticipated experience during the new Agreement period. The total cost of this Agreement shall not exceed \$ _____.

SECTION V – GENERAL RESPONSIBILITIES FOR PARTIES

1. The governing board of the Agency shall exercise oversight over the Agency's day-to-day affairs and programs. The Agency shall have the responsibility for the day-to-day provision of residential services to victims of domestic violence for each person placed in it in accordance with this Agreement and with appropriate New York State Office of Children and Family Services regulations.
2. The Agency shall maintain sufficient staff, facilities and equipment, in accordance with the regulations of the New York State Office of Children and Family Services, in order to provide the services.

SECTION VI - BOOKS, RECORDS AND REPORTS

1. The Agency shall keep accurate records in conformance with the New York State Office of Children and Family Services regulations.
2. All information contained in the Agency's files shall be held confidential by the Agency and the Department pursuant to the applicable provisions of the Social Services Law and any other regulations promulgated thereunder, including but not limited to 18 NYCRR Part 357, Part 408, Part 423, and Part 452, as well as 45 CFR §1370.4 of the Family Violence and Prevention Act (FVPSA) regulations, and any applicable federal laws and regulations promulgated thereunder and shall not be disclosed except as authorized by law.
3. The Agency shall maintain non-personally identifiable statistical records as required by the New York State Office of Children and Family Services and shall furnish such data at the times

prescribed by and on forms supplied by the New York State Office of Children and Family Services.

4. The Agency agrees to maintain financial books, non-personally identifiable records, and necessary supporting documents as required by the New York State Office of Children and Family Services. The Agency shall use accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of the services provided under this Agreement. The Agency agrees to collect statistical data of a fiscal nature on a regular basis and to make fiscal and statistical reports at the times prescribed by and on forms supplied by the New York State Office of Children and Family Services.
5. Such financial and non-personally identifiable statistical records shall be subject to inspection, review, excerpts, transcription or audit by authorized state and/or federal personnel. Access to personally identifying information contained in books and records is permitted only upon informed, written, and reasonably time-limited consent from the victim of domestic violence. A victim of domestic violence cannot be mandated to provide such consent.
6. The Agency agrees to retain all financial books, non-personally identifiable records, and other documents relevant to this Agreement for eight years after the Agency receives final payment for the services to which they relate, during which time, authorized state and/or federal auditors shall have access to and the right to examine all financial books, non-personally identifiable records, and other documents relevant to this agreement. In addition, the Agency shall make available, upon written request, this Agreement, and books, documents, papers and records of the Agency that are necessary to certify the nature and extent of such costs involved, to the secretary of the United States Department of Health and Human Services, or upon request, to the comptroller general or any of their duly authorized representatives. Access to the above noted data is limited to that provided for in 18 NYCRR §§ 452.8 and 452.10. In addition, access to personally identifying information contained in any books, documents, papers, and records is permitted only upon informed, written, and reasonably time-limited consent from the victim of domestic violence. A victim of domestic violence cannot be mandated to provide such consent.

SECTION VII – ACCOUNTABILITY

1. The Agency agrees that a program and facilities review pertaining to the delivery of domestic violence services under this Agreement, including meetings with recipients of service, review of service policy and procedural issues, review of staffing and job descriptions and meetings with staff directly or indirectly involved in the provision of services may be conducted at any reasonable time by qualified personnel from those state and federal agencies with the required legal powers and statutory authority to conduct such activities, as limited by 18 NYCRR 452.10.
2. If the Agency does not conform to the provisions of this Agreement, the Department may, after written notice of the failure to adequately perform under the Agreement, may refer the matter to the New York State Office of Children and Family Services for any actions deemed necessary by the New York State Office of Children and Family Services.
3. The Agency shall not make any subcontract for the performance of any part of this Agreement.
4. The Agency covenants and agrees that neither it nor any of its directors, officers, members, or employees has any interest, nor shall they acquire any interest, directly or indirectly, which

would substantially or adversely conflict in any manner or degree with the Agency's performance of this Agreement. The Agency further covenants that in the performance of this Agreement, no person having such interest including board members shall be employed. The names and addresses of the members of the Board of Directors of the Agency shall be annexed to this Agreement.

SECTION VIII – COMPLIANCE WITH LAW

1. Pursuant to Article 15 of Executive Law (also known as the Human Rights Law) and all other state and federal statutory and constitutional non-discrimination provisions, the Agency will not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex (including gender identity or expression), national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, familial status, marital status or domestic violence victim status, and shall also follow the requirements of the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.
2. In addition, if the total cost of this Agreement is in excess of \$100,000, the Agency shall comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act of 1970 (42 U.S.C. 1857 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.) as amended.

SECTION IX – TERMINATION OF AGREEMENT

1. The Agreement may be terminated by the mutual written agreement of the contracting parties.
2. The Agreement may be terminated by the Department, for cause, upon the failure of the Agency to comply with any of the terms and conditions of this Agreement, including the attachments hereto, provided that the Department shall give the Agency written notice specifying the Agency's failure. Such written notice shall be delivered via registered or certified mail with return receipt requested or shall be delivered by hand with receipt granted by the Agency. The notice shall be given to the Agency's executive director or designated representative at the Agency's business address. The effective date of termination shall not be less than 30 days from the date of the notice. In any event, the effective date of termination shall not be later than the Agreement expiration date. The Agreement will be terminated immediately if the operating certificate is revoked pursuant to 18 NYCRR Part 452.
3. In addition to the termination provisions set forth above, the Department shall have the right to terminate this Agreement, in whole or in part, if the Agency has failed, at any time, to comply with any applicable federal, state or local health, safety or fire code regulations; or in the event that any license, approval or certification of the Agency, required by federal, state or local government is revoked, not renewed, or otherwise not in full force or effect, or in the event that the Agency fails to secure a new such license, approval or certification during the term of this Agreement, if required.

SECTION X – INDEMNIFICATION

1. The Department and the Agency agree that the Agency is an independent contractor and is not an employee of the Department. The Agency agrees to indemnify the Department for any

loss the Department or the State of New York may suffer if such losses result from the claims of any person or organization (excepting only the Department) injured by the negligent acts or omission of the Agency, its officers and/or employees or subcontractor(s). Furthermore, the Agency agrees to indemnify, defend, and save harmless the State of New York, the Department, and its officers, agents, and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, and any other persons, firms, or corporations furnishing or supplying work, services, materials or supplies in connection with the performance of this Agreement, and from all claims and losses accruing or resulting to any person, firm, or corporation who may be injured or damaged by the Agency in the performance of this Agreement, and against any liability, including costs and expenses, for violation of proprietary rights, copyrights, or rights of privacy arising out of the publication, translation, reproduction, delivery, performance, or use, or disposition of any data furnished under this Agreement, or based on any libelous or other unlawful matter contained in such data or written materials in any form produced pursuant to this Agreement.

2. This Agreement may not be assigned, transferred or in any way disposed of by the Agency without the prior written approval of the Department.
3. The Agency warrants that it and its service staff have all the necessary licenses, approvals and certifications currently required by the laws of any applicable municipality or local, State or federal government. The Agency further agrees to keep such required licenses, approvals and certificates in full force and effect during the term of this Agreement, or any extension thereof, and to secure any new licenses, approvals or certificates within the required time frames.

PROPOSED SIGNATURE PAGE

IN WITNESS, HEREOF:

The parties hereto have executed this agreement as of the day and year first above written.

_____ County Department of Social Services

By: _____
Commissioner

Date

By: _____
County Executive

Date

Approved as to Form:

County Attorney

Date

(Name of Agency)

By: _____
Executive Director

Date

STATE OF NEW YORK)
COUNTY OF _____)

On this _____ day of _____, 20__,

personally came _____ before me, to be known, who being duly sworn, did depose and say that (s)he resides in _____; that (s); he is an (the) _____ of the corporation described herein and which executed the foregoing instrument; that (s)he knew the seal of said corporation; that the seal affixed to said instrument was such corporate seal; that it was affixed by order of the Board of Directors of said corporation; and that (s)he signed (her/his name thereto by like order.

My Commission expires

Appendix A

Rev.4/21/17

Federal Assurances and Certifications

Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the New York State Office of Children and Family Services

1. Has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all federal statutes relating to nondiscrimination. These include but are not limited to (a) Title VI of the Civil Rights Act of 1964 (PL 88-352) and Executive Order Number 11246 as amended by E.O. 11375 relating to Equal Employment Opportunity, which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (PL 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal

or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally assisted construction sub agreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93- 205).

12. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

13. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

14. This contract is funded in whole or part with federal funds under the CDFR No(s) shown on the first page of Appendix C or Appendix X for renewals. OCFS is a pass-through entity of these federal funds. As a recipient of these federal funds, the Contractor may be determined, as shown on the first page of Appendix C or Appendix X for renewals, to be a sub-recipient of federal funds or assistance. Sub-recipients of federal funds or assistance have the responsibility of reporting to OCFS in addition to the sub-recipient's responsibility to file reports with the federal clearinghouse designated by Office of Management and Budget (OMB). If this contract will require the Contractor to expend \$750,000 or more of federal funds from this contract, or in total with other contracts or grants of federal funds or assistance in the Contractor's fiscal year, regardless of the source of the funding, the Contractor is required to comply with the terms and provisions of the 2 CFR Part 200 (Subparts A – F) - *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* or, if applicable, 45 CFR Part 75 or other applicable federal regulation. The Contractor will notify OCFS if it reasonably expects to expend the sum of \$750,000 of federally derived funds, in its fiscal year, as soon as it has notice of awards, grants or contracts totaling \$750,000 in federal funds but in no event later than the close of the calendar year. The Contractor will have an audit performed pursuant to the requirements of 2 CFR Part

200 (Subparts A – F) - *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* or, if applicable 45 CFR Part 75 or other applicable federal regulation, and provide OCFs with the required reports within 30 days of the Contractor's receipt of the independent audit report or within 9 months after the close of the Contractor's fiscal year, whichever event is sooner.

15. Certifies that Public Law 103-227, Part C - Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by federal programs either directly or through State or local governments, by federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 per day and/or the imposition of an administrative compliance order on the responsible entity. By signing and submitting this application the applicant/grantee certifies that it will comply with the requirements of the Act. The contractor/grantee further agrees that it will require the language of this certification be included in any subawards which contain provisions of children's services and all subgrantees shall certify accordingly.

16A. 1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below. 2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the federal government, may take action authorized under the Drug-Free Workplace Act. 3. For grantees other than individuals, Alternate I applies. For grantees who are individuals, Alternate II applies. 4. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements. 5. Workplace identifications must include the actual address of buildings (or parts of buildings) or sites where work under the grant takes place. Categorical descriptions may be used (e.g. all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios). 6. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph four). 7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: Controlled substance means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes; Criminal drug statute means a federal or non-federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; Employee means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All direct charge employees; (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g. volunteers, even if used to meet a matching requirement; consultants or independent

contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

16B. Alternate I (Grantees Other Than Individuals). 1. The grantee certifies that the applicant will, or will continue to, provide a drug-free workplace in accordance with 45 CFR Part 76 by: (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition; (b) Establishing an ongoing drug-free awareness program to inform employees about: (1) The dangers of drug abuse in the workplace; (2) The grantee's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace; (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) above; (d) Notifying the employee in the statement required by paragraph (a) above, that, as a condition of employment under the grant, the employee will (1) Abide by the terms of the statement; and (2) Notify the employer in writing of his or her conviction for violation of a criminal drug status occurring in the workplace no later than five calendar days after such conviction; (e) Notify the agency in writing within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant; (f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended, or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency; (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f). For purposes of paragraph (e) regarding agency notification of criminal drug convictions, the DHHS has designated the following central point for receipt of such notices: Division of Grants Policy and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, S.W., Washington, D.C., 20201.

16C. Alternate II (Grantees Who Are Individuals). 1. The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; 2. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

17. Certifies that Title 31, United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain federal contracting and financial transactions," generally prohibits recipients of federal grants and cooperative agreements from using federal (appropriated) funds for lobbying the Executive or Legislative Branches of the federal government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a federal grant or cooperative agreement must disclose lobbying undertaken with non-federal (non-appropriated) funds. The requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs (45 CFR Part 93). The undersigned (authorized official signing for the applicant organization) certifies, to the best of his or her knowledge and belief that: (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting

to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. (2) If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. (If needed, Standard Form-LLL, "Disclosure of Lobbying Activities," its instructions, and continuation sheet are included at the end of this application form.) (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

18A1. Agrees that, a) By signing and submitting this proposal, the prospective primary applicant is providing the certification set out below. b) The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction. c) The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency may terminate this transaction for cause or default. d) The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. e) The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the Office of Children and Family Services for assistance in obtaining a copy of those regulations. f) The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4 debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction. g) The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. h) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4 debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency

by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs. i) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. j) Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency may terminate this transaction for cause or default.

18A2. (1) Certifies to the best of its knowledge and belief, that the applicant and its principals: a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency; b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph 19A. 2. (1) b) of this certification; and d) Have not within a three-year period preceding this application/proposal had on or more public transactions (federal, state, or local) terminated for cause or default. (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

18B.1 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions Instructions for Certification. a) By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below. b) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment. c) The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances. d) The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. e) The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated. f) The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. g) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part

9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs. h) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. i) Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

18B.2 a) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. b) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

ATTACHMENT B-1

VERIFICATION OF OCFS LICENSED RESIDENTIAL PROGRAM FOR VICTIMS OF DOMESTIC VIOLENCE

License Verification

1. The Agency shall provide copy of the current operating certificate issued by New York State Office of Children and Family Services for each program type (e.g. domestic violence shelter, domestic violence program/mixed-occupancy shelter, domestic violence sponsoring agency, or safe home network) operated by the Agency to the Department.
2. The Department can reach out to the applicable Office of Children and Family Services Regional Office as listed on the Administrative Directive with any questions related to the current status of any OCFS licensed residential program for victims of domestic violence.

Attachment B-2

Schedule A. REIMBURSEMENT RATES

Maintenance Per Diem Rates

Effective Date:

Each Facility Name	DV Shelter	DV Program/ Mixed Occupancy Shelter	Safe Dwelling	Safe Home

The total cost of this contract may not exceed \$_____.

ATTACHMENT #3

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Social Services

DATE: 12.01.25

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To enter into a contract with Dr. Marten Peterson, for consultation services for the provision of independent medical reviews.
- (c) Name of Contractor:
Dr. Marten Peterson
- (d) Address of Contractor: **242 Broadway, Ft Edward, NY 12828**
- (e) Contractor's Contact Person and Telephone Number:
Dr. Marten Peterson
- (f) Has or will the Contract be provided, if so, please attach:
yes
- (g) Commencement Date of Contract:
January 1, 2026
- (h) Termination Date of Contract:
December 31, 2026
- (i) Payment Provisions: i) lump sum amount **\$250/case Med Review**
ii) hourly rate amount **\$175/hr Phy Testimony**
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**
A 6010 470

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

ATTACHMENT #4

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12/01/25

- (a) Purpose of Contract Change:
To continue the agreement Baywood Center , to provide substance abuse treatment programs. (CAPTA/CARA Funding)
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor:
Baywood Center (820 River St, Inc)
- (d) Address of Contractor: **2 Country Club Rd, Queensbury, NY 12804**
- (e) Contractor's Contact Person and Telephone Number:
Chief Operating Officer: Jackie Foster
- (f) Commencement Date of Extension: **December 1, 2025**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **70,000**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Monthly invoice to DSS
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:
A 6010 470

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

12/25 - 11/26

Attachment A

CARA

SFY 2025-26 District Allocation Amounts

District	Allocation	District	Allocation
Albany	\$90,000	Oneida	\$90,000
Allegany	\$70,000	Onondaga	\$90,000
Broome	\$70,000	Ontario	\$70,000
Cattaraugus	\$70,000	Orange	\$90,000
Cayuga	\$70,000	Orleans	\$70,000
Chautauqua	\$70,000	Oswego	\$70,000
Chemung	\$70,000	Otsego	\$70,000
Chenango	\$70,000	Putnam	\$90,000
Clinton	\$70,000	Rensselaer	\$70,000
Columbia	\$70,000	Rockland	\$90,000
Cortland	\$70,000	Saratoga	\$70,000
Delaware	\$70,000	Schenectady	\$70,000
Dutchess	\$90,000	Schoharie	\$70,000
Erie	\$90,000	Schuyler	\$70,000
Essex	\$70,000	Seneca	\$70,000
Franklin	\$70,000	Saint Lawrence	\$70,000
Fulton	\$70,000	St. Regis Mohawk Tribe	\$70,000
Genesee	\$70,000	Steuben	\$70,000
Greene	\$70,000	Suffolk	\$90,000
Hamilton	\$70,000	Sullivan	\$90,000
Herkimer	\$70,000	Tioga	\$70,000
Jefferson	\$70,000	Tompkins	\$70,000
Lewis	\$70,000	Ulster	\$90,000
Livingston	\$70,000	Warren	\$70,000
Madison	\$70,000	Washington	\$70,000
Monroe	\$90,000	Wayne	\$70,000
Montgomery	\$70,000	Westchester	\$90,000
Nassau	\$90,000	Wyoming	\$70,000
New York City	\$90,000	Yates	\$70,000
Niagara	\$70,000	Statewide Total	\$4,430,000

$70,000 / 12 = \$5,833.33$

ATTACHMENT #5

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12/01/25

- (a) Purpose of Contract Change:
Renew agreement with the Baywood Center, for formal drug assessments for Temporary Assistance Applicants/Recipients.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor:
Baywood Center (820 River St, Inc)
- (d) Address of Contractor: **2 Country Club Rd, Queensbury, NY 12804**
- (e) Contractor's Contact Person and Telephone Number:
Chief Operating Officer: Jackie Foster
- (f) Commencement Date of Extension: **January 1, 2026**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions: i) lump sum amount **\$115.00 per assessment**
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:**
- A 6010 470**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

ATTACHMENT #6

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12.01.25

- (a) Purpose of Contract Change:
To continue the agreement with Wait House (Homeless Youth Coalition) to provide services for sexually exploited youth.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor:
Wait House d/b/a Homeless Youth Coalition
- (d) Address of Contractor: **10-12 Wait St, Glens Falls, NY 12801**
- (e) Contractor's Contact Person and Telephone Number:
Executive Director, Jason McLaughlin
- (f) Commencement Date of Extension: **January 1, 2026**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$14,949**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Dept to make no pymts after rept of detailed invoices
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:
A 6010 470

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS



Office of Children and Family Services

Kathy Hochul
Governor

52 WASHINGTON STREET
RENSSELAER, NY 12144

Dr. DaMia Harris-Madden, Ed.D., MBA, M.S.
Commissioner

Local Commissioners Memorandum

Transmittal:	2025-OCFS-LCM-17
To:	Local Departments of Social Services
Issuing Division/Office:	Division of Youth Development and Partnerships for Success Bureau of Youth Development and Well-Being
Date:	August 4, 2025
Subject:	Municipal Safe Harbour: NY Allocations for Program Year 2026
Suggested Distribution:	Municipal Youth Bureau Directors
Contact Person(s):	Division of Youth Development and Partnerships for Success: humantrafficking@ocfs.ny.gov or 518-474-9879
Attachments:	Appendix A: <i>Municipal Safe Harbour: NY Allocations, 2026</i> Appendix B: <i>Safe Harbour: NY Allowable Use of Funds, 2026</i> Appendix C: <i>Safe Harbour: NY Resources and Commitments, 2026</i> Appendix D: <i>Safe Harbour: NY 2026 Budget Template</i>

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to inform local departments of social services (LDSSs) about funding for the Safe Harbour: NY program for program year January 1, 2026 – December 31, 2026.

II. Background

Safe Harbour: NY program funds are intended to support **all** youth identified as trafficked, sexually exploited, or being at risk up to the age of 21. A youth’s eligibility for services or support funded through Safe Harbour: NY is not contingent on any demographic factors or other personal characteristics such as immigration status, the source of the referral, or the youth’s involvement in child welfare or juvenile justice system(s).

Each LDSS is required to submit to the New York State Office of Children and Family Services (OCFS) planning documents including the Sexually Exploited and Trafficked Youth section in the child and family services plan (CFSP) and the Safe Harbour: NY program budget. The Sexually Exploited and Trafficked Youth section of the CFSP will serve as the Safe Harbour: NY program plan. The Safe Harbour: NY budget must be submitted to OCFS using the template attached to this LCM by uploading it in the CFSP.

Plans are informed by an assessment of local need as well as guidance provided by OCFS, including but not limited to the *Blueprint for Building a Child Welfare Response to Commercially Sexually Exploited and Trafficked Youth* (Blueprint). The Blueprint, and many other resources, can be found on the OCFS website at <https://ocfs.ny.gov/programs/human-trafficking/>.

Additional details about completing the CFSP can be found in [24-OCFS-LCM-15.pdf](#), *Guidelines for Preparing the County Child and Family Services Annual Plan*, and within resource documents embedded within the CFSP portal. The CFSP portal can be accessed at <https://countyplans.ocfs.ny.gov/log-in/>.

III. Program Implications

Each LDSS is required to submit to OCFS an assessment of local need and plan for how Safe Harbour: NY funds will be leveraged to meet those needs via the Sexually Exploited and Trafficked Youth section of the CFSP, due November 1, 2025. The program budget will be submitted to OCFS as an upload in the CFSP portal using *Appendix D: Safe Harbour: NY 2026 Budget Template*.

The 2025 CFSP submission will be used for the 2026 Safe Harbour program year. Approval of the Safe Harbour program plan and budget for program year 2026 will be communicated by the approval of 2025 Sexually Exploited and Trafficked Youth section in the CFSP.

IV. Allocation Methodology

Allocations are issued as preliminary. OCFS retains the ability to evaluate programming and spending throughout the program year. Underspent or unclaimed funds are subject to redistribution to other LDSSs based on demonstrated need.

County allocations are included in Attachment A. All counties receive equal funding for program year 2026.

V. Claiming

Safe Harbour expenditures must be separately identified and claimed through the RF-17 claim package for special project claiming. The costs must be first identified on the RF-2A claim package as F17 functional costs and reported in the F17 column on the *Cost Allocation Schedule of Payments Administrative Expenses Other Than Salaries* (LDSS-923) and the Schedule D, *DSS Administrative Expenses Allocation and Distribution by Function and Program* (LDSS-2347). After final acceptance of the RF-2A claim package, the individual project costs are then reported under the project label "Safe Harbor 2026" on the RF-17 Worksheet, *Distribution of Allocated Costs to Other Reimbursable Programs* (LDSS-4975A).

Salaries, fringe benefits, staff counts, and central services costs must be directly entered on the RF-17 Worksheet, *Distribution of Allocated Costs to Other Reimbursable Programs* (LDSS-4975A), while overhead costs are automatically brought over from the RF-2A, Schedule D, and distributed based upon the proportion of the number of staff assigned to this project. Employees not working all their time on this project must maintain time studies to support the salary and fringe benefit costs allocated to the program.

Non-salary administrative costs must be reported with the appropriate object of expense(s) on the Summary-Administrative (page 1), *Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs* (LDSS-923-B).

Program costs must be reported as object of expense 37 - Special Project Program Expense on the Summary - Program (page 2), *Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs* (LDSS-923-B).

Total project costs, including all costs regardless of state reimbursement, must be reported on the LDSS-4975, *Monthly Statement of Special Project Claims Federal and State Aid (RF-17)*, as 100% state share excluding central services costs, which are local share. Local districts will be reimbursed up to their approved allocation.

To receive reimbursement, claims for eligible "Safe Harbour 2026" expenditures for the period January 1, 2026, through January 31, 2027, must be final accepted in the Automated Claiming System (ACS) by March 31, 2027.

Further instructions for completing time studies, the LDSS-923 and Schedule D, and the RF-17 claim package can be found in Chapters 4, 7, and 18, respectively, of the *Fiscal Reference Manual (FRM)*, Volume 3. The FRM is available online at <https://intranet.otda.ny.gov/bfdm/finance/>.

/s/ Nina Aledort, Ph.D.

Issued by:

Name: Nina Aledort, Ph.D.

Title: Deputy Commissioner

Division/Office: Division of Youth Development and Partnerships for Success



**Office of Children
and Family Services**

**Appendix A:
Municipal Safe Harbour: NY Allocations, 2026**

DISTRICT	CY 2026 ALLOCATION
Albany	\$16,949
Allegany	\$16,949
Broome	\$16,949
Cattaraugus	\$16,949
Cayuga	\$16,949
Chautauqua	\$16,949
Chemung	\$16,949
Chenango	\$16,949
Clinton	\$16,949
Columbia	\$16,949
Cortland	\$16,949
Delaware	\$16,949
Dutchess	\$16,949
Erie	\$16,949
Essex	\$16,949
Franklin	\$16,949
Fulton	\$16,949
Genesee	\$16,949
Greene	\$16,949
Hamilton	\$16,949
Herkimer	\$16,949
Jefferson	\$16,949
Lewis	\$16,949
Livingston	\$16,949
Madison	\$16,949
Monroe	\$16,949
Montgomery	\$16,949
Nassau	\$16,949
Niagara	\$16,949
Oneida	\$16,949

DISTRICT	CY 2026 ALLOCATION
Onondaga	\$16,949
Ontario	\$16,949
Orange	\$16,949
Orleans	\$16,949
Oswego	\$16,949
Otsego	\$16,949
Putnam	\$16,949
Rensselaer	\$16,949
Rockland	\$16,949
Saratoga	\$16,949
Schenectady	\$16,949
Schoharie	\$16,949
Schuyler	\$16,949
Seneca	\$16,949
Steuben	\$16,949
St. Lawrence	\$16,949
St. Regis	\$16,949
Suffolk	\$16,949
Sullivan	\$16,949
Tioga	\$16,949
Tompkins	\$16,949
Ulster	\$16,949
Warren	\$16,949
Washington	\$16,949
Wayne	\$16,949
Westchester	\$16,949
Wyoming	\$16,949
Yates	\$16,949
New York City	\$16,958
TOTAL	\$1,000,000

ATTACHMENT #7

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12/01/25

- (a) Purpose of Contract Change:
To renew the agreement with Wait House (Homeless Youth Coalition) for respite services under New York State Statute.

- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:

- (c) Name of Contractor:
Wait House

- (d) Address of Contractor: **PO Box 3252, Glens Falls, NY 12801**

- (e) Contractor's Contact Person and Telephone Number:
Executive Director: Jason McLaughlin

- (f) Commencement Date of Extension: **October 1, 2025**

- (g) Termination Date of Extension: **September 30, 2026**

- (h) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount **per diem/set by provider**
 - iii) total amount not to exceed **10,000**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Monthly voucher to the dept

- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:
A 6010 470

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

*as listed in budget and LOGOS

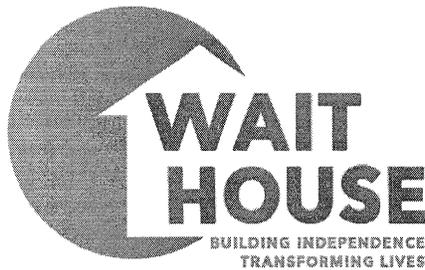


Exhibit A
WAIT House
Crisis Services for PINS Youth

WAIT House agrees to provide crisis services to Warren County Department of Probation for youth involved in the PINS Diversion Process. Services will be provided to youth who meet the same requirements as our runaway and homeless youth population and come to WAIT House on a voluntary basis when a bed is available.

Services will include:

- Hourly respite up to six hours
- Food
- Crisis intervention and referral for services
- Connection to education
- Recreational activities
- Life skills training
- Assistance with transportation when possible

WAIT House will provide these site-based services for \$27.47 per youth per hour for a max of 6 hours at \$164.82. WAIT House will provide the lead agency with all appropriate phone contacts so that service can be provided on a 24-hour, 7 day per week schedule.

Sincerely,

Jason McLaughlin, Executive Director

WAIT House is a federally recognized 501(c)3 organization. Fed ID: 14-1826963

BOARD OF DIRECTORS

Laura Stapleton Pasco, *President* Michael Alliota, *Vice-President* Lynn Wadleigh, *Treasurer* Mary Young, *Secretary*

Members Brooke Avon, Tara Booth, Whitney Burger, Emily Fagle, Jason Henault, Tressie LeFay,

Christine Laramie, Sharon Sano, Sherry Smith, Mary Withington, Wayne Kellogg

Jason McLaughlin, *Executive Director*

Erin Coon, *Director of Finance & Fundraising* Cassie Segrell, *Program Director* Tanya Vasak, *Director of Health Home Care Management Services*

Tabby LaRoe, *Administrative Assistant* Kennedy Cronin, *Health Home Care Management Supervisor* Rebecca Ryan, *Clinical Director*

Brooke Needham, *Executive Assistant* Rzonathan Morris, *Anti-Trafficking and Street Outreach Coordinator* Sherry Terrio, *Director of Housing*

ATTACHMENT #8

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12/01/25

- (a) Purpose of Contract Change:
To continue agreement with between Warren Co Dept Social Services and Warren Co Workforce Development, to authorize referrals for DSS recipients to attend: Pathways to Successful Employment Job Search Assistance & Orientation Class.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor:
Warren County Workforce Development
- (d) Address of Contractor: **333 Glen St, Glens Falls, NY 12801**
- (e) Contractor's Contact Person and Telephone Number:
Director: Liza Ochsendorf 518-761-8865
- (f) Commencement Date of Extension: **January 1, 2026**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$15,000**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Monthly invoices to DSS
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:
A 6010 470**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

ATTACHMENT #9

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12/01/25

- (a) Purpose of Contract Change:
To renew the agreement with St. Anne Institute for Preventive Services for Children and Families.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor:
St. Anne Institute
- (d) Address of Contractor: **160 No. Main Ave., Albany, NY 12206**
- (e) Contractor's Contact Person and Telephone Number:
Executive Director: Richard Hucke
- (f) Commencement Date of Extension: **January 1, 2026**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$91,626**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
Monthly voucher to the Dept
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:
A 6010 470**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

ATTACHMENT #10

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12.01.25

- (a) Purpose of Contract Change:
To renew the Memorandum of Understanding (MOU) between the Dept of Social Services and the Warren County Sheriff, to provide Investigative Services for the Social Services Fraud Unit.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
R78 2023
- (c) Name of Contractor:
Warren County Sheriff
- (d) Address of Contractor: **1340 State Rt 9, Lake George, NY 12845**
- (e) Contractor's Contact Person and Telephone Number:
Sheriff James LaFarr 518-743-2500
- (f) Commencement Date of Extension: **January 1, 2026**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions: i) lump sum amount **\$37,000**
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:
A 6010 470

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

ATTACHMENT #11

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12.01.25

- (a) Purpose of Contract Change:
To renew the Memorandum of Understanding (MOU) between the Dept of Social Services and the Warren County Sheriff, for Security Services for the Human Services Building.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
R78 2023
- (c) Name of Contractor:
Warren County Sheriff
- (d) Address of Contractor: **1340 State Rt 9, Lake George, NY 12845**
- (e) Contractor's Contact Person and Telephone Number:
Sheriff James LaFarr 518-743-2500
- (f) Commencement Date of Extension: **January 1, 2026**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions: i) lump sum amount **\$114,103**
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount:**
- A 6010 470**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

ATTACHMENT #12

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Social Services

DATE: 12.01.25

- (a) Purpose of Contract Change:
To renew the Memorandum of Understanding (MOU) between the Dept of Social Services and the Warren County Information Technology Dept, to provide Technology Services for Social Services Department.
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract:
- (c) Name of Contractor:
Warren County Information Technology
- (d) Address of Contractor: **1340 State Rt 9, Lake George, NY 12845**
- (e) Contractor's Contact Person and Telephone Number:
Michael Colvin, Director of I.T. 518-761-6407
- (f) Commencement Date of Extension: **January 1, 2026**
- (g) Termination Date of Extension: **December 31, 2026**
- (h) Payment Provisions:
 - i) lump sum amount **\$75,000**
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, and Title, and Amount:
A 6010 470

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

Warren County Sheriff's Office

1400 State Route 9
Lake George, New York 12845

Jim LaFarr
Sheriff



Terry Comeau
Undersheriff

Communications
(518) 743-2500

Corrections
(518) 743-3541

Administration
(518) 743-2518

Civil Office
(518) 743-2581

Central Records
(518) 743-2587

July 21, 2025

Memorandum of Understanding Security Services

Anticipated budget update 2026 fiscal year.

Security Supervisor: \$28.00 hourly rate. 9 hours per week.

Security Officer: \$27.09.00 hourly rate. 81 hours per week.

(Rates include FICA/Med)

Social Service Investigator \$37,000

Security Services Budget Amount 2026.

Security Salary: \$114,103 (FICA/Med included)

Investigator: \$37,000 (FICA/Med included)

TOTAL: \$164,297.08

Mammone, Jill (DFA)

From: Colvin, Michael <colvinm@warrencountyny.gov>
Sent: Wednesday, July 16, 2025 11:22 AM
To: Mammone, Jill (DFA)
Subject: RE: 2026

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

We can keep the same as last year, \$75,000

Michael Colvin

Director of Information Technology
1340 Ste Rte 9
Lake George, NY 12845
(518) 761-6407

From: Mammone, Jill (DFA) <Jill.Mammone@dfa.state.ny.us>
Sent: Wednesday, July 16, 2025 11:17 AM
To: Colvin, Michael <colvinm@warrencountyny.gov>
Subject: RE: 2026

You don't often get email from jill.mammone@dfa.state.ny.us. Learn why this is important

Warning: Unusual sender <jill.mammone@dfa.state.ny.us>

You don't usually receive emails from this address. Make sure you trust this sender before taking any actions.

Hahaha- we're going to have to negotiate this

Jill E. Mammone
Fiscal Manager
Warren County DSS
1340 State Route 9
Lake George, NY 12845

2026 Social Services Cooperative Agreement with Warren County Information Technology

Budget Breakdown:

	Salary	Fringe	Total	% to DSS	Contract Amount
William Mahar	\$ 84,160.00	\$ 30,914.00	\$ 115,074.00	50%	\$ 57,537.00
Jeremy Scrimme	\$ 104,620.00	\$ 36,428.00	\$ 141,048.00	12.38%	\$ 17,463.00
Total					\$ 75,000.00

ATTACHMENT #13

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Social Services

DATE: 12/1/25

- (a) Is this a Result of a Bid or Request for Proposal?
N/A
- (b) Purpose of Contract:
To Prevent removal of high risk youth by providing mental health, substance abuse, and in-home parenting skill programs and services.
- (c) Name of Contractor:
Youth Advocate Programs, Inc
- (d) Address of Contractor:
- (e) Contractor's Contact Person and Telephone Number:
Kasey Young, Regional Director, 518-565-6824, kyoung@yapinc.org
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract:
1/1/2026
- (h) Termination Date of Contract:
12/31/2026
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$300,000**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
monthly voucher for approved services
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount:**
- A 6010 470**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

ATTACHMENT #14

Social Services - Overtime Report - Comparison 2024-2025

Week End	2024 OT	2025 OT	Reason	CPS After Hrs/ OnCall	Foster Care	Fraud	Preventive	Child Support	Legal	APS	TA/ Employ	SNAP	Reception	Training	CPS	HEAP	RESOURCES	MISC	COMP
12/29/24	90.42	81.63	CPS-NR, HV/Coverage/Preventive-notes, HV/CHV/transport	42.42	6.00		1.43							16.22	4.78				10.78
01/12/25	102.73	78.56	CPS-NR, HV/Coverage/FC-child transport/CS-coverage	26.85	0.72			1.00						37.54	2.10				47.89
01/26/25	135.27	101.12	CPS- Home Visits, Field Work/FC- Home Visits	33.87	2.51									59.40	5.65				21.55
02/09/25	150.44	119.62	HEAP-backlog/CPS-interviews, field work-assessment/FC-mtgs/visits	24.97	1.75									10.59	4.18	4.00			25.32
02/23/25	98.09	120.31	CPS interview, assessment, Home visit, notes	40.69										10.26	10.26				58.77
03/09/25	148.79	117.07	Fieldwork/travel/access order/transport for APS client to medical	49.16	0.33					1.95				23.75	8.69				33.19
03/23/25	139.94	100.93	CPS visit, follow up, assessment/APS transport/FC-home visit/prev school	25.92	2.50		1.93			1.17				16.31	6.11				46.99
04/06/25	73.86	183.30	CPS crisis, Home assessment, notes, FC court paperwork, transport,	35.29	5.07									64.29	3.10				75.55
04/20/25	118.02	100.29	FC-Prison visit/home visit/CPS RAP Home Visit Notes/PEVY Removal	28.90	4.35		2.52							6.33	17.45				40.74
05/04/25	98.72	151.03	CPS-home visits/Report/FC-HV/Preventive-Transport/Training	57.16	1.02		0.87							30.01	14.90				47.07
05/18/25	139.39	181.18	CPS-mtg ran late, cps-HV reports, Assessments/Interviews	50.22	1.25		1.05	0.33						46.37	23.01				73.46
06/01/25	105.36	138.65	CPS- Casel Notes, home visits, reports	43.20								0.95		4.67	2.01				26.07
06/15/25	197.56	100.30	FC-training-scanning, care cntr, coverage, moving, field work, jail visit	37.49	2.50		4.25							15.50	14.97				24.64
06/29/25	197.62	111.23	Progress notes, safety assess, scanning, transport	64.75	1.00									14.22	10.90				20.36
07/13/25	131.35	104.12	Misc-hearing/APS-dr-apt/Scanning/legal-prep/catch up/HV	50.93	0.75		2.13		10.30	0.52				18.16	1.60			1.53	20.33
07/27/25	111.07	114.81	scanning/training/FC recruit/HV/Safety assess/Placement/plan review HV	58.40	4.75		0.42							19.97	7.37				22.19
08/10/25	117.74	91.75	scanning/training/cwreview/homelss placement/plan review HV	31.92	6.75		0.45							15.50	4.70				39.21
08/24/25	103.20	116.68	CPS-court case, report/transport/notes/FC-Recruitment/HV/Notes	44.42			1.23							15.28	7.54				42.24
09/07/25	90.86	107.70	Preventive-Court case/review/CPS-Forensic Interview/FC-Recruitment	60.15			0.50							12.32	2.25				31.75
09/21/25	97.54	76.53	CPS-home visit/coverage/safety assessment-FC-prison visit/oncall	42.07	2.17		0.50							13.92	7.20				11.17
10/05/25	100.10	81.42	Preventive-family transport/casework/homelss/home visit	41.66										2.67	1.10				35.49
10/19/25	145.22	104.12	CPS-HV, Training, Homelss placement Conference FC training	24.20										2.76	5.82				71.34
11/09/25	137.68	156.27	Scanning/CPS-homelss/interview Home visit/prev assessment/FC-prison	42.71			1.33	4.00						49.94	2.35				55.94
11/23/25	132.33																		
12/07/25	80.64																		
12/21/25	79.69																		
YTD	3123.63	2638.62																	
				957.35	43.42	0.00	18.11	5.33	10.30	3.64	0.00	0.95	0.00	510.61	201.34	4.00	0.00	1.53	882.04

BUDGET ANALYSIS

REVENUE AND EXPENDITURES FOR OCTOBER 2025

FUND(S): A

CODE(S): 6010, 6030, 6050, 6055, 6070, 6100, 6109, 6119, 6140, 6141, 6142, 7311, 7312, 7313

	2025 BUDGETED	OCT 2025 EXP	OCT 24 EXP	2025 YTD ACTUAL	2024 Prior YTD
EXPENSES					
110 Salaries - Regular	\$9,937,549.00	\$721,689.70	\$669,936.54	\$7,451,486.16	\$6,953,075.94
120 Salaries - Overtime	\$130,000.00	\$8,170.10	\$11,934.81	\$124,802.20	\$118,633.33
130 Salaries - Part Time	\$381,747.00	\$21,118.80	\$20,904.35	\$251,248.91	\$210,850.20
100's PERSONAL SERVICES Total	\$10,449,296.00	\$750,978.60	\$702,775.70	\$7,827,537.27	\$7,282,559.47
200's EQUIPMENT	\$196,438.46	\$13,011.62	\$41.96	\$176,262.76	\$146,697.29
400's CONTRACTUAL	\$30,579,968.00	\$2,203,203.78	\$2,140,788.05	\$22,447,162.56	\$21,020,418.39
800's EMPLOYEE BENEFITS	\$4,518,463.00	\$321,941.25	\$256,026.48	\$3,367,631.00	\$2,973,988.79
TOTALS	\$45,744,165.46	\$3,289,135.25	\$3,099,632.19	\$33,818,593.59	\$31,423,663.94

REVENUE	2025 BUDGETED	OCT 2025 REVENUE	OCT 2024 REVENUE	2025 YTD ACTUAL	2024 Prior YTD
	\$21,864,941.00	\$1,869,056.09	\$1,375,929.99	\$16,485,820.50	\$16,262,591.07

Expense Budget Performance Report

Date Range 01/01/25 - 10/31/25

Include Rollup Account and Rollup to Account

Include Unposted Transactions

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund A - General									
Department 6010 - Social Services									
EXPENSE									
<i>Personal Services</i>									
110	Salaries - Regular	8,660,142.00	.00	8,660,142.00	623,753.64	.00	6,468,833.52	2,191,308.48	75
120	Salaries - Overtime	75,000.00	.00	75,000.00	3,395.05	.00	69,897.26	5,102.74	93
130	Salaries - Part Time	214,229.00	.00	214,229.00	8,757.04	.00	120,506.60	93,722.40	56
<i>Personal Services Totals</i>		\$8,949,371.00	\$0.00	\$8,949,371.00	\$635,905.73	\$0.00	\$6,659,237.38	\$2,290,133.62	74%
<i>Equipment</i>									
210	Furniture/Furnishings	10,000.00	174.95	10,174.95	.00	.00	1,154.70	9,020.25	11
220	Office Equipment	15,000.00	25,190.16	40,190.16	10,304.84	556.50	39,302.33	331.33	99
230									
230	Automotive Equipment	.00	46,236.00	46,236.00	1,656.00	.00	46,223.50	12.50	100
230.1	Automotive Equipment - Reserve	.00	17,980.36	17,980.36	644.00	.00	17,980.36	.00	100
230 - Totals		\$0.00	\$64,216.36	\$64,216.36	\$2,300.00	\$0.00	\$64,203.86	\$12.50	100%
<i>Equipment Totals</i>		\$25,000.00	\$89,641.46	\$114,641.46	\$12,604.84	\$556.50	\$104,708.88	\$9,376.08	92%
<i>Contractual Expense</i>									
410	Supplies	75,000.00	8,006.06	83,006.06	1,713.65	6,946.15	47,428.52	28,631.39	66
411	Rent-Building/Property	1,199,221.00	.00	1,199,221.00	99,935.08	.00	1,099,285.88	99,935.12	92
418	Ins-General Liability	38,518.00	(920.38)	37,597.62	.00	.00	37,597.48	.14	100
419	Settlements	.00	250,000.00	250,000.00	.00	.00	250,000.00	.00	100
423	Telephone	25,000.00	(1,300.00)	23,700.00	1,482.63	.00	15,067.35	8,632.65	64
424	Postage	32,000.00	(100.00)	31,900.00	300.00	.00	22,984.98	8,915.02	72
426	Subscriptions	.00	800.00	800.00	59.97	.00	628.93	171.07	79
427	Memberships & Dues	7,000.00	.00	7,000.00	.00	.00	5,755.00	1,245.00	82
428	Data Processing & Internet Fees	7,000.00	.00	7,000.00	59.98	588.00	3,938.80	2,473.20	65
432	Special Project Supply	225,000.00	.00	225,000.00	.00	.00	2,818.00	222,182.00	1
435	Medical Fees	4,500.00	5,900.00	10,400.00	630.00	.00	7,383.20	3,016.80	71
436	Advertising Fees	250.00	11,650.00	11,900.00	4.02	.00	11,848.88	51.12	100
439	Misc Fees & Expenses	25,000.00	.00	25,000.00	3,762.23	.00	17,223.63	7,776.37	69
440	Legal/Transcript Fees	7,000.00	.00	7,000.00	.00	.00	1,300.50	5,699.50	19
441	Auto-Supplies & Repair	7,000.00	.00	7,000.00	80.02	.00	5,772.78	1,227.22	82
442	Automotive - Gas & Oil	17,000.00	.00	17,000.00	.00	.00	9,081.26	7,918.74	53
444									
444	Travel/Education/Conference	18,000.00	8,162.00	26,162.00	1,681.65	.00	19,710.16	6,451.84	75
444.01	Job Related Courses	.00	4,766.00	4,766.00	.00	.00	4,766.00	.00	100
444 - Totals		\$18,000.00	\$12,928.00	\$30,928.00	\$1,681.65	\$0.00	\$24,476.16	\$6,451.84	79%
469	Other Payments/Contributions	1,500.00	4,400.00	5,900.00	998.40	1,300.00	4,545.20	54.80	99
470	Contract	525,000.00	356,099.00	881,099.00	64,217.75	39,709.27	525,442.05	315,947.68	64
471	Administration	126,379.00	126,379.00	252,758.00	5,000.00	.00	151,289.04	101,468.96	60

Expense Budget Performance Report

Date Range 01/01/25 - 10/31/25
 Include Rollup Account and Rollup to Account
 Include Unposted Transactions

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD	% Used/ Rec'd
Fund A - General									
Department 6010 - Social Services									
	EXPENSE								
	<i>Contractual Expense Totals</i>	\$2,340,368.00	\$773,841.68	\$3,114,209.68	\$179,925.38	\$48,543.42	\$2,243,867.64	\$821,798.62	74%
	<i>Employee Benefits</i>								
810	Retirement	1,248,999.00	.00	1,248,999.00	89,982.93	.00	913,076.25	335,922.75	73
830	Social Security	554,874.00	.00	554,874.00	36,640.76	.00	385,437.53	169,436.47	69
831	Medicare Contribution	129,767.00	.00	129,767.00	8,569.11	.00	90,142.68	39,624.32	69
860	Hospitalization	1,527,554.00	(17,100.00)	1,510,454.00	106,104.72	.00	1,145,827.59	364,626.41	76
865	Dental Insurance	23,125.00	.00	23,125.00	1,665.14	.00	17,890.99	5,234.01	77
	<i>Employee Benefits Totals</i>	\$3,484,319.00	(\$17,100.00)	\$3,467,219.00	\$242,962.66	\$0.00	\$2,552,375.04	\$914,843.96	74%
	<i>Other Benefits</i>								
840	Workmen's Compensation	40,510.00	.00	40,510.00	.00	.00	40,510.00	.00	100
850	Unemployment Insurance	10,000.00	17,100.00	27,100.00	6,873.48	.00	15,441.48	11,658.52	57
855	Disability	1,500.00	.00	1,500.00	315.78	.00	82.11	1,417.89	5
861	Retirees Hospitalization	298,424.00	.00	298,424.00	23,452.10	.00	238,578.64	59,845.36	80
862	Health Insurance Cost Reimbursement	12,750.00	.00	12,750.00	.00	.00	6,510.81	6,239.19	51
863	Health Insurance Cost Reimbursement-Retiree	750.00	.00	750.00	.00	.00	.00	750.00	0
	<i>Other Benefits Totals</i>	\$363,934.00	\$17,100.00	\$381,034.00	\$30,641.36	\$0.00	\$301,123.04	\$79,910.96	79%
	EXPENSE TOTALS	\$15,162,992.00	\$863,483.14	\$16,026,475.14	\$1,102,039.97	\$49,099.92	\$11,861,311.98	\$4,116,063.24	74%
	Department 6010 - Social Services Totals	(\$15,162,992.00)	(\$863,483.14)	(\$16,026,475.14)	(\$1,102,039.97)	(\$49,099.92)	(\$11,861,311.98)	(\$4,116,063.24)	74%
	Department 6030 - Countryside Adult Home								
	EXPENSE								
	<i>Personal Services</i>								
110	Salaries - Regular	1,277,407.00	.00	1,277,407.00	97,936.06	.00	982,652.64	294,754.36	77
120	Salaries - Overtime	55,000.00	.00	55,000.00	4,775.05	.00	54,904.94	95.06	100
130	Salaries - Part Time	167,518.00	.00	167,518.00	12,361.76	.00	130,742.31	36,775.69	78
	<i>Personal Services Totals</i>	\$1,499,925.00	\$0.00	\$1,499,925.00	\$115,072.87	\$0.00	\$1,168,299.89	\$331,625.11	78%
	<i>Equipment</i>								
210	Furniture/Furnishings	5,000.00	12,815.00	17,815.00	274.51	4,989.60	12,089.51	735.89	96
220									
220	Office Equipment	2,000.00	.00	2,000.00	132.27	.00	372.26	1,627.74	19
220.1	Office Equipment - Reserve	.00	8,000.00	8,000.00	.00	.00	6,800.60	1,199.40	85
	220 - Totals	\$2,000.00	\$8,000.00	\$10,000.00	\$132.27	\$0.00	\$7,172.86	\$2,827.14	72%
230									
230	Automotive Equipment	.00	12,068.27	12,068.27	.00	.00	12,068.27	.00	100
230.1	Automotive Equipment - Reserve	.00	30,113.73	30,113.73	.00	.00	30,113.73	.00	100
	230 - Totals	\$0.00	\$42,182.00	\$42,182.00	\$0.00	\$0.00	\$42,182.00	\$0.00	100%
260	Other Equipment	5,000.00	5,800.00	10,800.00	.00	.00	10,109.51	690.49	94
270	Lawn & Landscaping	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0
	<i>Equipment Totals</i>	\$13,000.00	\$68,797.00	\$81,797.00	\$406.78	\$4,989.60	\$71,553.88	\$5,253.52	94%

Expense Budget Performance Report

Date Range 01/01/25 - 10/31/25

Include Rollup Account and Rollup to Account

Include Unposted Transactions

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd
Fund A - General									
Department 6030 - Countryside Adult Home									
EXPENSE									
<i>Contractual Expense</i>									
410	Supplies	50,000.00	2,995.50	52,995.50	3,624.19	4,029.58	45,210.62	3,755.30	93
413	Repair & Maint.-Bldg/Property	40,000.00	(9,702.45)	30,297.55	521.63	3,044.18	15,577.65	11,675.72	61
415	Electricity	45,000.00	10,180.63	55,180.63	2,895.26	.00	45,180.63	10,000.00	82
416	Oil & Gas-Heating	35,000.00	.00	35,000.00	170.79	.00	22,227.64	12,772.36	64
417	Water/Sewer/Taxes	15,000.00	.00	15,000.00	.00	.00	13,289.77	1,710.23	89
418	Ins-General Liability	16,149.00	(1,008.68)	15,140.32	.00	.00	15,140.32	.00	100
422	Repair/Maint-Equipment	2,500.00	2,665.28	5,165.28	.00	.00	1,661.63	3,503.65	32
423	Telephone	2,000.00	.00	2,000.00	158.48	.00	1,475.83	524.17	74
424	Postage	150.00	50.00	200.00	.00	.00	181.77	18.23	91
426	Subscriptions	650.00	(180.63)	469.37	.00	.00	.00	469.37	0
427	Memberships & Dues	1,700.00	(50.00)	1,650.00	.00	.00	1,344.00	306.00	81
428	Data Processing & Internet Fees	3,800.00	.00	3,800.00	476.73	.00	2,514.77	1,285.23	66
434	Allowances	24,000.00	(5,000.00)	19,000.00	1,700.00	.00	15,600.00	3,400.00	82
435	Medical Fees	500.00	.00	500.00	.00	.00	85.00	415.00	17
436	Advertising Fees	500.00	.00	500.00	.00	.00	.00	500.00	0
437	Consulting Fees	2,500.00	(2,500.00)	.00	.00	.00	.00	.00	+++
439	Misc Fees & Expenses	2,000.00	14,810.50	16,810.50	615.15	9,854.63	5,835.87	1,120.00	93
441	Auto-Supplies & Repair	7,000.00	.00	7,000.00	93.70	.00	2,736.24	4,263.76	39
442	Automotive - Gas & Oil	4,000.00	.00	4,000.00	.00	.00	2,374.75	1,625.25	59
444	Travel/Education/Conference	3,500.00	2,737.17	6,237.17	.00	.00	4,578.17	1,659.00	73
445	Foods	250,000.00	3,685.00	253,685.00	14,147.66	25,889.62	191,042.80	36,752.58	86
451	Medical Supply Expense	5,000.00	.00	5,000.00	89.00	2,286.49	1,255.87	1,457.64	71
453	Uniforms & Clothing	200.00	.00	200.00	.00	.00	.00	200.00	0
470	Contract	50,959.00	(5,000.00)	45,959.00	716.00	8,914.00	21,028.96	16,016.04	65
<i>Contractual Expense Totals</i>		\$562,108.00	\$13,682.32	\$575,790.32	\$25,208.59	\$54,018.50	\$408,342.29	\$113,429.53	80%
<i>Employee Benefits</i>									
810	Retirement	201,328.00	.00	201,328.00	16,105.89	.00	157,285.65	44,042.35	78
830	Social Security	92,997.00	.00	92,997.00	6,762.42	.00	68,772.99	24,224.01	74
831	Medical Contribution	21,749.00	.00	21,749.00	1,581.53	.00	16,084.04	5,664.96	74
860	Hospitalization	206,498.00	.00	206,498.00	15,296.44	.00	159,185.21	47,312.79	77
865	Dental Insurance	3,456.00	.00	3,456.00	269.80	.00	2,739.20	716.80	79
<i>Employee Benefits Totals</i>		\$526,028.00	\$0.00	\$526,028.00	\$40,016.08	\$0.00	\$404,067.09	\$121,960.91	77%
<i>Other Benefits</i>									
840	Workmen's Compensation	26,889.00	.00	26,889.00	.00	.00	26,889.00	.00	100
850	Unemployment Insurance	9,000.00	.00	9,000.00	428.30	.00	1,456.22	7,543.78	16
855	Disability	1,500.00	.00	1,500.00	.00	.00	.00	1,500.00	0
861	Retirees Hospitalization	98,552.00	.00	98,552.00	7,268.58	.00	75,477.91	23,074.09	77

Expense Budget Performance Report

Date Range 01/01/25 - 10/31/25

Include Rollup Account and Rollup to Account
Include Unposted Transactions

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD	% Used/ Rec'd
Fund A - General									
Department 6030 - Countryside Adult Home	EXPENSE								
Other Benefits	Health Insurance Cost Reimbursement	750.00	.00	750.00	.00	.00	.00	750.00	0
	<i>Other Benefits Totals</i>	\$136,691.00	\$0.00	\$136,691.00	\$7,696.88	\$0.00	\$103,823.13	\$32,867.87	76%
	EXPENSE TOTALS	\$2,737,752.00	\$82,479.32	\$2,820,231.32	\$188,401.20	\$59,008.10	\$2,156,086.28	\$605,136.94	79%
Department 6030 - Countryside Adult Home Totals		(\$2,737,752.00)	(\$82,479.32)	(\$2,820,231.32)	(\$188,401.20)	(\$59,008.10)	(\$2,156,086.28)	(\$605,136.94)	79%
Department 6050 - Public Facility For Children	EXPENSE								
Contractual Expense	Other Payments/Contributions	175,000.00	(100,000.00)	75,000.00	.00	.00	51,683.54	23,316.46	69
	<i>Contractual Expense Totals</i>	\$175,000.00	(\$100,000.00)	\$75,000.00	\$0.00	\$0.00	\$51,683.54	\$23,316.46	69%
	EXPENSE TOTALS	\$175,000.00	(\$100,000.00)	\$75,000.00	\$0.00	\$0.00	\$51,683.54	\$23,316.46	69%
Department 6050 - Public Facility For Children Totals		(\$175,000.00)	\$100,000.00	(\$75,000.00)	\$0.00	\$0.00	(\$51,683.54)	(\$23,316.46)	69%
Department 6070 - Services for Recipients	EXPENSE								
Contractual Expense	Contract	1,500,000.00	1,025,318.00	2,525,318.00	120,639.64	.00	1,912,129.32	613,188.68	76
	<i>Contractual Expense Totals</i>	\$1,500,000.00	\$1,025,318.00	\$2,525,318.00	\$120,639.64	\$0.00	\$1,912,129.32	\$613,188.68	76%
	EXPENSE TOTALS	\$1,500,000.00	\$1,025,318.00	\$2,525,318.00	\$120,639.64	\$0.00	\$1,912,129.32	\$613,188.68	76%
Department 6055 - Daycare Totals		(\$1,500,000.00)	(\$1,025,318.00)	(\$2,525,318.00)	(\$120,639.64)	\$0.00	(\$1,912,129.32)	(\$613,188.68)	76%
Department 6100 - Medicaid	EXPENSE								
Contractual Expense	Contract	327,000.00	.00	327,000.00	27,622.03	.00	223,809.44	103,190.56	68
	<i>Contractual Expense Totals</i>	\$327,000.00	\$0.00	\$327,000.00	\$27,622.03	\$0.00	\$223,809.44	\$103,190.56	68%
	EXPENSE TOTALS	\$327,000.00	\$0.00	\$327,000.00	\$27,622.03	\$0.00	\$223,809.44	\$103,190.56	68%
Department 6070 - Services for Recipients Totals		(\$327,000.00)	\$0.00	(\$327,000.00)	(\$27,622.03)	\$0.00	(\$223,809.44)	(\$103,190.56)	68%
Department 6100 - Medicaid	EXPENSE								
Contractual Expense	Contract	12,220,244.00	225,880.00	12,446,124.00	968,580.00	.00	10,266,819.00	2,179,305.00	82
	<i>Contractual Expense Totals</i>	\$12,220,244.00	\$225,880.00	\$12,446,124.00	\$968,580.00	\$0.00	\$10,266,819.00	\$2,179,305.00	82%
	EXPENSE TOTALS	\$12,220,244.00	\$225,880.00	\$12,446,124.00	\$968,580.00	\$0.00	\$10,266,819.00	\$2,179,305.00	82%
Department 6100 - Medicaid Totals		(\$12,220,244.00)	(\$225,880.00)	(\$12,446,124.00)	(\$968,580.00)	\$0.00	(\$10,266,819.00)	(\$2,179,305.00)	82%

Expense Budget Performance Report

Date Range 01/01/25 - 10/31/25
 Include Rollup Account and Rollup to Account
 Include Unposted Transactions

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund A - General									
Department 6101 - Medical Assistance									
	EXPENSE								
470	Contractual Expense	500.00	100.00	600.00	200.00	.00	600.00	.00	100%
	<i>Contractual Expense Totals</i>	\$500.00	\$100.00	\$600.00	\$200.00	\$0.00	\$600.00	\$0.00	100%
	EXPENSE TOTALS	\$500.00	\$100.00	\$600.00	\$200.00	\$0.00	\$600.00	\$0.00	100%
	Department 6101 - Medical Assistance Totals	(\$500.00)	(\$100.00)	(\$600.00)	(\$200.00)	\$0.00	(\$600.00)	\$0.00	100%
	Department 6109 - Aid To Dependent Children								
	EXPENSE								
470	Contractual Expense	2,600,000.00	.00	2,600,000.00	240,264.77	.00	1,818,435.29	781,564.71	70%
	<i>Contractual Expense Totals</i>	\$2,600,000.00	\$0.00	\$2,600,000.00	\$240,264.77	\$0.00	\$1,818,435.29	\$781,564.71	70%
	EXPENSE TOTALS	\$2,600,000.00	\$0.00	\$2,600,000.00	\$240,264.77	\$0.00	\$1,818,435.29	\$781,564.71	70%
	Department 6109 - Aid To Dependent Children Totals	(\$2,600,000.00)	\$0.00	(\$2,600,000.00)	(\$240,264.77)	\$0.00	(\$1,818,435.29)	(\$781,564.71)	70%
	Department 6119 - Child Care								
	EXPENSE								
470	Contractual Expense	6,600,650.00	(768,000.00)	5,832,650.00	353,874.43	.00	3,288,775.88	2,543,874.12	56%
	<i>Contractual Expense Totals</i>	\$6,600,650.00	(\$768,000.00)	\$5,832,650.00	\$353,874.43	\$0.00	\$3,288,775.88	\$2,543,874.12	56%
	EXPENSE TOTALS	\$6,600,650.00	(\$768,000.00)	\$5,832,650.00	\$353,874.43	\$0.00	\$3,288,775.88	\$2,543,874.12	56%
	Department 6119 - Child Care Totals	(\$6,600,650.00)	\$768,000.00	(\$5,832,650.00)	(\$353,874.43)	\$0.00	(\$3,288,775.88)	(\$2,543,874.12)	56%
	Department 6123 - Juvenile Delinquent Care								
	EXPENSE								
470	Contractual Expense	1,000.00	128,000.00	129,000.00	.00	.00	7,173.37	121,826.63	6%
	<i>Contractual Expense Totals</i>	\$1,000.00	\$128,000.00	\$129,000.00	\$0.00	\$0.00	\$7,173.37	\$121,826.63	6%
	EXPENSE TOTALS	\$1,000.00	\$128,000.00	\$129,000.00	\$0.00	\$0.00	\$7,173.37	\$121,826.63	6%
	Department 6123 - Juvenile Delinquent Care Totals	(\$1,000.00)	(\$128,000.00)	(\$129,000.00)	\$0.00	\$0.00	(\$7,173.37)	(\$121,826.63)	6%
	Department 6129 - State Training School								
	EXPENSE								
470	Contractual Expense	300,000.00	.00	300,000.00	.00	.00	.00	300,000.00	0%
	<i>Contractual Expense Totals</i>	\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	0%
	EXPENSE TOTALS	\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	0%
	Department 6129 - State Training School Totals	(\$300,000.00)	\$0.00	(\$300,000.00)	\$0.00	\$0.00	\$0.00	(\$300,000.00)	0%
	Department 6140 - Home Relief								
	EXPENSE								
470	Contractual Expense	1,600,000.00	700,000.00	2,300,000.00	232,646.85	.00	1,958,571.39	341,428.61	85%
	<i>Contractual Expense</i>	\$1,600,000.00	\$700,000.00	\$2,300,000.00	\$232,646.85	\$0.00	\$1,958,571.39	\$341,428.61	85%
	Contract	1,600,000.00	700,000.00	2,300,000.00	232,646.85	.00	1,958,571.39	341,428.61	85%

Expense Budget Performance Report

Date Range 01/01/25 - 10/31/25
 Include Rollup Account and Rollup to Account
 Include Unposted Transactions

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Recd
Fund A - General									
Department 6140 - Home Relief	EXPENSE								
	<i>Contractual Expense Totals</i>	\$1,600,000.00	\$700,000.00	\$2,300,000.00	\$232,646.85	\$0.00	\$1,958,571.39	\$341,428.61	85%
	EXPENSE TOTALS	\$1,600,000.00	\$700,000.00	\$2,300,000.00	\$232,646.85	\$0.00	\$1,958,571.39	\$341,428.61	85%
Department 6140 - Home Relief	EXPENSE	(\$1,600,000.00)	(\$700,000.00)	(\$2,300,000.00)	(\$232,646.85)	\$0.00	(\$1,958,571.39)	(\$341,428.61)	85%
Department 6141 - Fuel Crisis Assistance	EXPENSE								
	<i>Contractual Expense Totals</i>	\$34,363.00	.00	\$34,363.00	\$84.00	.00	\$16,334.25	\$18,028.75	48%
	EXPENSE TOTALS	\$34,363.00	\$0.00	\$34,363.00	\$84.00	\$0.00	\$16,334.25	\$18,028.75	48%
Department 6141 - Fuel Crisis Assistance	EXPENSE	(\$34,363.00)	\$0.00	(\$34,363.00)	(\$84.00)	\$0.00	(\$16,334.25)	(\$18,028.75)	48%
Department 6142 - Emergency Aid For Adults	EXPENSE								
	<i>Contractual Expense Totals</i>	\$5,000.00	.00	\$5,000.00	\$908.09	.00	\$4,245.15	\$754.85	85%
	EXPENSE TOTALS	\$5,000.00	\$0.00	\$5,000.00	\$908.09	\$0.00	\$4,245.15	\$754.85	85%
Department 6142 - Emergency Aid For Adults	EXPENSE	(\$5,000.00)	\$0.00	(\$5,000.00)	(\$908.09)	\$0.00	(\$4,245.15)	(\$754.85)	85%
Department 7311 - Youth Bureau	EXPENSE								
	<i>Other Benefits</i>	7,491.00	.00	7,491.00	624.27	.00	6,242.70	1,248.30	83%
	Retirees Hospitalization	\$7,491.00	\$0.00	\$7,491.00	\$624.27	\$0.00	\$6,242.70	\$1,248.30	83%
	EXPENSE TOTALS	\$7,491.00	\$0.00	\$7,491.00	\$624.27	\$0.00	\$6,242.70	\$1,248.30	83%
Department 7311 - Youth Bureau	EXPENSE	(\$7,491.00)	\$0.00	(\$7,491.00)	(\$624.27)	\$0.00	(\$6,242.70)	(\$1,248.30)	83%
Department 7312 - Special Delinquency Prev.	EXPENSE								
	<i>Contractual Expense Totals</i>	\$314,913.00	.00	\$314,913.00	\$53,250.00	.00	\$246,376.00	\$68,537.00	78%
	EXPENSE TOTALS	\$314,913.00	\$0.00	\$314,913.00	\$53,250.00	\$0.00	\$246,376.00	\$68,537.00	78%
Department 7312 - Special Delinquency Prev.	EXPENSE	(\$314,913.00)	\$0.00	(\$314,913.00)	(\$53,250.00)	\$0.00	(\$246,376.00)	(\$68,537.00)	78%
Fund A - General	EXPENSE TOTALS	\$43,586,905.00	\$2,157,260.46	\$45,744,165.46	\$3,289,135.25	\$108,108.02	\$33,818,593.59	\$11,817,463.85	
Grand Totals		\$43,586,905.00	\$2,157,260.46	\$45,744,165.46	\$3,289,135.25	\$108,108.02	\$33,818,593.59	\$11,817,463.85	

WARREN COUNTY
Receipts by G/L Distribution Report - Detail

LDGAL

From Date: 10/01/2025 - To Date: 10/31/2025

G/L Account Number G/L Date Due To/From Fund Project Transactions Debit Amount Credit Amount

Fund: A - General
 Department: 6010 - Social Services

Account: 1810 - Administration

Receipt Number	Receipt Batch Number	Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount

2025-00005973	2025-00000563	A.6010 1810	9/25 Federal Fee Monies	Warren County Support Collection Unit		456.69
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2025-00006164	2025-00000581	A.6010 1810	10/25 Cash Book; Admin Charges	Warren County Social Services		427.06
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Account Total: Administration						
					2	\$883.75

Account: 1811 - Medical Incentive Earning

Receipt Number	Receipt Batch Number	Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount

2025-00005588	2025-00000522	A.6010 1811	9/25 Food Stamp Incentive	Warren County Social Services		146.50
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2025-00005973	2025-00000563	A.6010 1811	9/25 Medical Incentive Earning	Warren County Support Collection Unit		3,889.00
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Account Total: Medical Incentive Earning						
					2	\$4,035.50

WARREN COUNTY
Receipts by G/L Distribution Report - Detail

From Date: 10/01/2025 - To Date: 10/31/2025

G/L Account Number

G/L Date

Due To/From Fund

Project

Transactions

Debit Amount

Credit Amount

Department Total: Social Services

Department: 6030 - Countryside Adult Home

Account: 1830 - Repay - Adult Care, Pub Inst

10/02/2025

2

\$0.00

\$62,904.31

Receipt Number Receipt Batch Payment Code Transaction Description Received From Debit Amount Credit Amount

2025-00005499 2025-00000510 A 6030 1830 September 2025, ACH Cash Book Warren County Social Services 4,706.00

2025-00005501 2025-00000510 A 6030 1830 09/25 Cash Book, Adult Care Warren County Social Services 58,198.31

10/14/2025

1

\$0.00

\$4,706.00

Receipt Number Receipt Batch Payment Code Transaction Description Received From Debit Amount Credit Amount

2025-00005678 2025-00000534 A 6030 1830 October 2025, ACH Cash Book Warren County Social Services 4,706.00

10/31/2025

2

\$0.00

\$76,585.84

Receipt Number Receipt Batch Payment Code Transaction Description Received From Debit Amount Credit Amount

2025-00006162 2025-00000581 A 6030 1830 October 2025, ACH Cash Book Warren County Social Services 4,706.00

2025-00006164 2025-00000581 A 6030 1830 10/25 Cash Book, Adult Care Warren County Social Services 71,879.84

Account Total: Repay - Adult Care, Pub Inst

5

\$0.00

\$144,196.15

Department Total: Countryside Adult Home

Department: 6101 - Medical Assistance

Account: 1801 - Repay of Medical Assist

\$0.00

\$144,196.15

User: Jill Mammone

Pages: 2 of 6

11/5/2025 3:38:20 PM

WARREN COUNTY Receipts by G/L Distribution Report - Detail

From Date: 10/01/2025 - To Date: 10/31/2025

G/L Account Number		G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
		10/02/2025					
Receipt Number	Receipt Batch		Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount
2025-00005501	2025-00000510		A 6101 1801	09/25 Cash Book; Repay of Medical Assistance	Warren County Social Services		16,106.12
		10/24/2025				\$0.00	\$1,432.39
Receipt Number	Receipt Batch		Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount
2025-00005973	2025-00000563		A 6101 1801	9/25 Repay of Medical Assistance	Warren County Support Collection Unit		1,432.39
		10/31/2025				\$0.00	\$818.88
Receipt Number	Receipt Batch		Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount
2025-00006164	2025-00000581		A 6101 1801	10/25 Cash Book; Repay of Medical Assistance	Warren County Social Services		818.88
Account Total: Repay of Medical Assist						3	\$18,357.39
Department Total: Medical Assistance							\$0.00
Department: 6109 - Aid To Dependent Children							\$18,357.39
Account: 1809 - Repay of Aid to A.D.C.							
		10/02/2025					
Receipt Number	Receipt Batch		Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount
2025-00005501	2025-00000510		A 6109 1809	09/25 Cash Book; Repay of Aid to A.D.C.	Warren County Social Services		430.97
		10/24/2025				\$0.00	\$15,196.24
Receipt Batch							

User: Jill Mammone

Pages: 3 of 6

11/5/2025 3:38:20 PM

WARREN COUNTY Receipts by G/L Distribution Report - Detail

From Date: 10/01/2025 - To Date: 10/31/2025

G/L Account Number		G/L Date	Due To/From Fund	Project	Transactions	Debit Amount	Credit Amount
Receipt Number	Number	Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount	
2025-00005973	2025-00000563	A.6109 1809	9/25 Repay of Aid to A.D.C.	Warren County Support Collection Unit		12,908.50	
2025-00005973	2025-00000563	A.6109 1809	9/25 Repay of Aid to EAF	Warren County Support Collection Unit		2,287.74	
			10/31/2025		1	\$0.00	\$1,865.41
Account Total: Repay of Aid to A.D.C.					4	\$0.00	\$17,492.62
Department Total: Aid To Dependent Children						\$0.00	\$17,492.62
Department: 6119 - Child Care							
Account: 1819 - Repay of Child Care							
2025-00006164	2025-00000581	A.6109 1809	10/25 Cash Book; Repay of Aid to A.D.C.	Warren County Social Services		1,865.41	
			10/02/2025		1	\$0.00	\$46,277.45
Account Total: Repay of Aid to A.D.C.					4	\$0.00	\$17,492.62
Department Total: Aid To Dependent Children						\$0.00	\$17,492.62
Department: 6119 - Child Care							
Account: 1819 - Repay of Child Care							
2025-00005501	2025-00000510	A.6119 1819	09/25 Cash Book; Repay of Child Care	Warren County Social Services		46,277.45	
			10/24/2025		1	\$0.00	\$2,447.49
Account Total: Repay of Child Care					2	\$0.00	\$48,724.94

User: Jill Mammone

Pages: 4 of 6

11/5/2025 3:38:20 PM

WARREN COUNTY

Receipts by G/L Distribution Report - Detail

From Date: 10/01/2025 - To Date: 10/31/2025

G/L Account Number

G/L Date

Due To/From Fund

Project

Transactions

Debit Amount

Credit Amount

Receipt Number	Receipt Batch Number	Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount

2025-00005976	2025-00000564	A 6140 1840	SSI Interim Funds; James J Waters	US Treasury	967.00	
			10/30/2025			

2025-00006066	2025-00000573	A 6140 1840	SSI Interim Funds	NYS Comptroller	23.00	
			10/31/2025			

Receipt Number	Receipt Batch Number	Payment Code	Transaction Description	Received From	Debit Amount	Credit Amount

2025-00006164	2025-00000581	A 6140 1840	10/25 Cash Book; Repay of Home Relief	Warren County Social Services	6,615.80	
Account Total: Repay of Home Relief					8	\$13,227.74

Department Total: Home Relief

\$0.00 \$13,227.74

Fund Total: General

\$0.00 \$246,918.09

Grand Total:

26 \$0.00 \$246,918.09