

CHILD AND FAMILY SERVICES PLAN UPDATE
1/1/2011 – 12/31/2011

Monroe County Department of Human Services
Local Department of Social Services
ADMINISTRATIVE COMPONENT

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I. FINANCING PROCESS

a. Funds Used

NO CHANGE FROM PREVIOUS APU SUBMISSION

b. Criteria and Process for Purchase of Service Agreements

NO CHANGE FROM PREVIOUS APU SUBMISSION

II. MONITORING PROCEDURES

Preventive Services: NO CHANGE FROM PREVIOUS APU SUBMISSION

Foster Care: NO CHANGE FROM PREVIOUS APU SUBMISSION

Adult Protective Services: NO CHANGE FROM PREVIOUS APU SUBMISSION

AC-LDSS APPENDIX A

LEGAL ASSURANCES DEPARTMENT OF SOCIAL SERVICES

AC-LDSS Appendix A is a required submission for the CFSP and the APU. It contains the requirements each social services district must fulfill in order to meet the existing mandates found in the state or federal statutes. Since the activities indicated are statutorily mandated. No option is given to indicate that any of these activities are not current practice.

The inclusion of these assurances in the Child and Family Services Plan constitutes the district's commitment to maintain compliance with these assurances.

A. General

1. All providers of service under this plan operate in full conformance with applicable Federal, State and local fire, health, safety and sanitation and other standards prescribed in law or regulations. Where the local district is required to provide licensure for the provision of services, agencies providing such services shall be licensed.
2. All recipients of funds are required to operate each program or activity so that, when viewed in its entirety, the program or activity is readily accessible to and usable by handicapped persons to the extent required by law.
3. Benefits and services available under the State Plan are provided in a non-discriminatory manner as required by Title VI of the Civil Rights Act of 1964 as amended.
4. The activities covered by this plan serve only those individuals and groups eligible under the provisions of the applicable State and Federal statutes.
5. There is in operation a system of fair hearings and grievances under which applicants for or recipients of services and care may appeal denial, exclusion, reduction, termination, or choice of services/care; mandatory nature of service/care; or failure to take timely action upon an application for services/care.
6. Adequate and timely notice is provided to applicants for and recipients of services and care as required by 18 NYCRR 407.5 (h) (2) (i).
7. Title XX funded services are available to eligible individuals in every geographic area within the district. Where different services are made available to a specific category of individuals in different geographic areas, services are available to all eligible individuals in that category who reside in that area.

B. Child Protective Services

1. The district maintains an organizational structure, staffing, policies and practices that maintain its continued compliance with 18 NYCRR 432.

2. The district has specifically reviewed 18 NYCRR 432.2 (f) (3) to determine its compliance with all assurances outlined in those regulations.

C. Preventive Services for Children

1. Every child and family needing any of the core services of Preventive Services shall have these services provided to them in a timely manner. Those core services are Day Care, Homemaker, Transportation, 24 hour access to Emergency Services, Parent Aide or Parent Training, Clinical Services, Crisis Respite Care, Services for Families with AIDS/HIV+, and Housing Services.
2. The district maintains efforts to coordinate services with purchase of service agencies and other public and private agencies within the district that provide services to children including the use of referral procedures with these agencies and formal and informal agreements.
3. The district has prepared a plan and procedures for providing or arranging for 24 hour access to emergency services for children who are at risk of foster care as specified in 18 NYCRR 423.4 and that staff are aware of such plans and procedures.

D. Adult Protective Services

1. The district has a process in place to enable the commissioner to act as a guardian and representative or protective payee on behalf of a client in need of protective services for adults (PSA) when no one else is willing or capable of acting in this capacity.
2. The district in providing protective services for adults will implement each responsibility contained in 18 NYCRR Part 457.

E. Domestic Violence Services

1. Each domestic violence victim seeking non-residential services will be provided with all needed core services directly from the provider and as otherwise specified in 18 NYCRR Part 462 in a timely manner.
2. Non-residential services will be provided regardless of a person's financial eligibility, will be provided in a manner that addresses the ethnic composition of the community being served and the needs of victims with special needs, and will be provided in a safe and confidential location.

F. Child Care

The social services district assures that when providing child care services under the New York State Child Care Block Grant (NYSCCBG), the Social Services Block Grant (Title XX), and other child care services funded with State or Federal funds, it is in compliance with all pertinent State and federal laws and regulations and policies, which include but are not limited to the following:

1. provide parents or other eligible caretakers with information about the full range of providers eligible for payment with child care subsidy funds;

2. offer child care certificates to assist parents in accessing care;
3. inform clients of criteria to consider when selecting a child care provider;
4. allow parents or other eligible caretakers to select any legal eligible child care provider (Districts may disapprove providers chosen by families with a preventive or protective case under certain circumstances.);
5. establish at least one method of paying for child care provided by caregivers who do not have a contract with the district;
6. determine that legally-exempt child care providers are operating in compliance with any additional State-approved local standards;
7. give priority for subsidies to children of families with very low income and to children who have special needs;
8. guarantee child care services to a family who has applied for or is in receipt of public assistance when such services are needed for a child under 13 years of age in order to enable the child's custodial parent or caretaker relative to participate in activities required by a social services official including orientation, assessment, or work activities as defined in 18 NYCRR Part 385;
9. guarantee child care services to a family who is in receipt of public assistance (PA) when such services are needed for a child under 13 years of age in order to enable the child's parent or caretaker relative to engage in work as defined by the social services district.
10. guarantee child care services to applicants for or recipients of public assistance who are employed and would otherwise be financially eligible for public assistance benefits that choose to receive child care subsidies for a child under 13 years of age in lieu of public assistance benefits for such period of time as the applicants/recipients continue to be financially eligible for public assistance;
11. guarantee child care services to families transitioning from public assistance whose PA cases have been closed or who voluntarily close their PA case, and who are no longer financially eligible for PA due to an increase in earned income or child support. The family must include an eligible child under the age of 13 who needs child care in order for the parent to be engaged in work, and the family's gross income must be at or below 200% of the State Income Standard. For transitional child care, the eligibility period begins with the first month in which a family becomes ineligible for PA or "child care in lieu of PA" and is limited to 12 months in duration.
12. inform recipients of public assistance and former public assistance recipients of the child care guarantees for eligible families.
13. inform families in receipt of public assistance of their responsibility to locate child care;
14. inform families in receipt of public assistance of the criteria the district will use to determine that a family has demonstrated an inability to obtain needed child care because of the following reasons:
 - unavailability of appropriate child care within a reasonable distance from the individual's home or

work site;

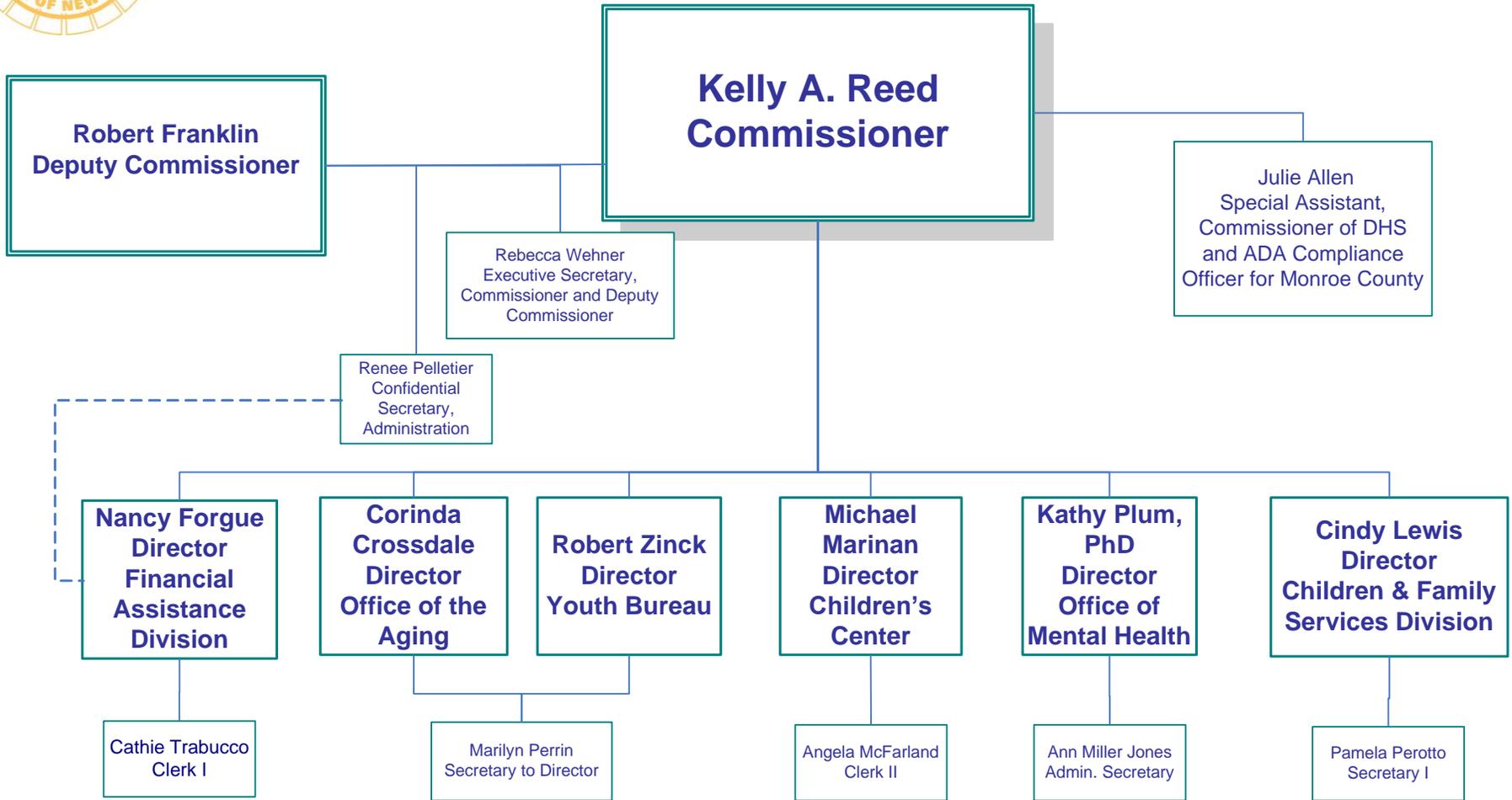
- unavailability or unsuitability of informal child care by a relative or under other arrangements; or
 - unavailability of appropriate and affordable regulated child care arrangements;
15. offer two choices of legal child care, at least one of which must be a licensed or registered provider, to recipients of public assistance who have requested assistance in locating child care for a required work activity and who have demonstrated an inability to obtain care;
 16. inform recipients of public assistance that their public assistance benefits cannot be reduced or terminated when they demonstrate that they are unable to work due to the lack of available child care for a child under the age of thirteen;
 17. advise recipients of public assistance that the time during which they are excepted from the reduction or termination of benefits due to the lack of available child care will still count toward the families' time limit on public assistance;
 18. provide payment for the actual cost of care (rate charged by the provider to non-subsidized families unless a lower payment rate has been established in a negotiated contract) up to the applicable market rate; and
 19. allocate NYSCCBG subsidy funds in a manner that provides eligible families equitable access to child care assistance funds.
 20. provide child care to families who are eligible as long as funds are available, and to other families which are eligible if funds are available and if the social services district has listed such families as eligible in the Child and Family Services Plan.
 21. provide child care subsidies under the New York state Child care Block Grant, the social services district does not require a contract with child care providers as a condition of payment. The social services district provides parents or other eligible caretakers the option to either enroll the child with an eligible provider which has a contract with the district or to receive a child care certificate to arrange child care services with any eligible provider.
 22. obtain approval from the Office of child and Family Services as part of the district's Child and family Services Plan before imposing any additional requirements on child care providers that serve subsidized children.

G. Staffing

1. The Organizational Chart requirements will be met by the social services district's assurance that the organizational chart submitted to the Office of Financial Operations and Audit for the Random Moment Survey process is current.

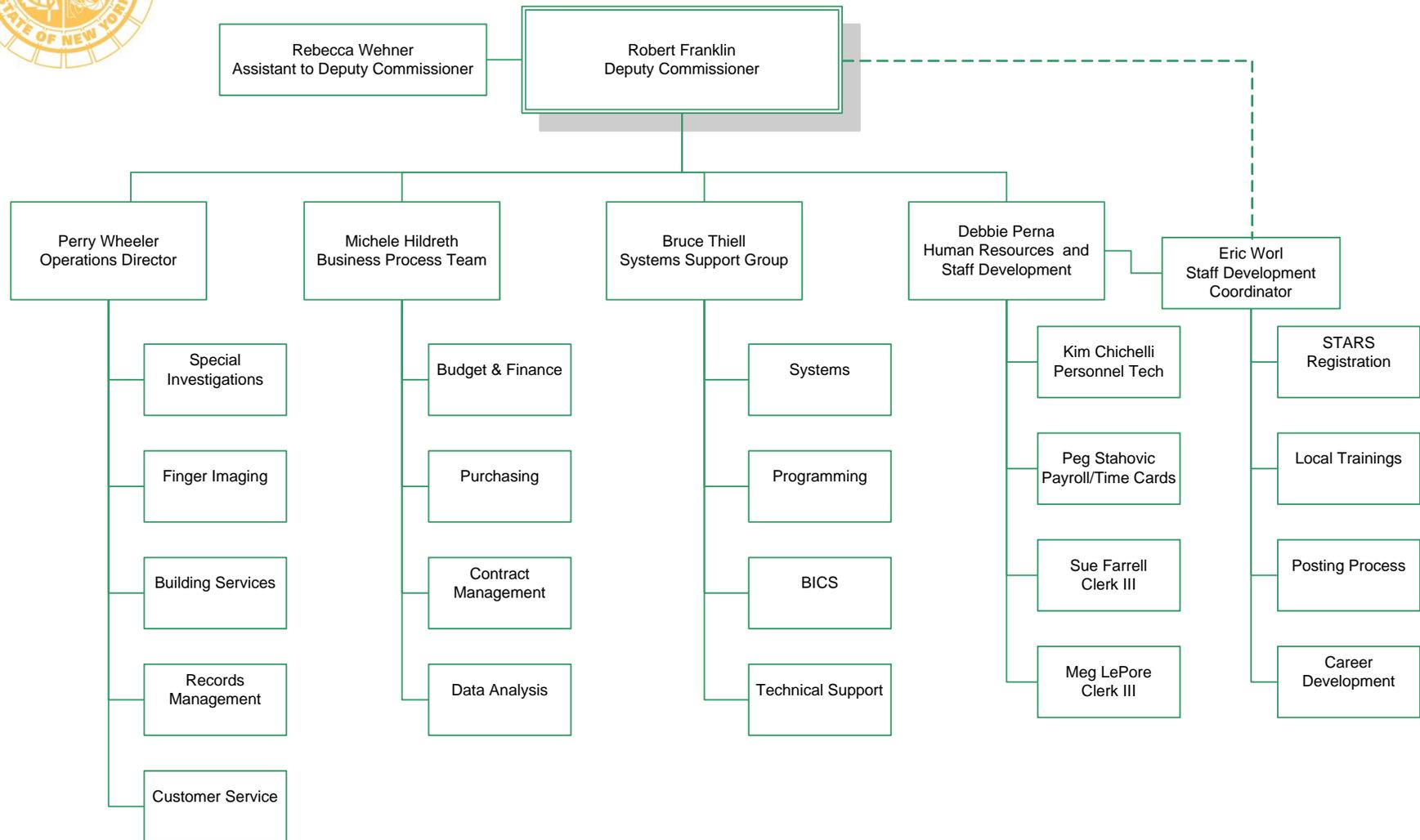


Monroe County Department of Human Services Administration



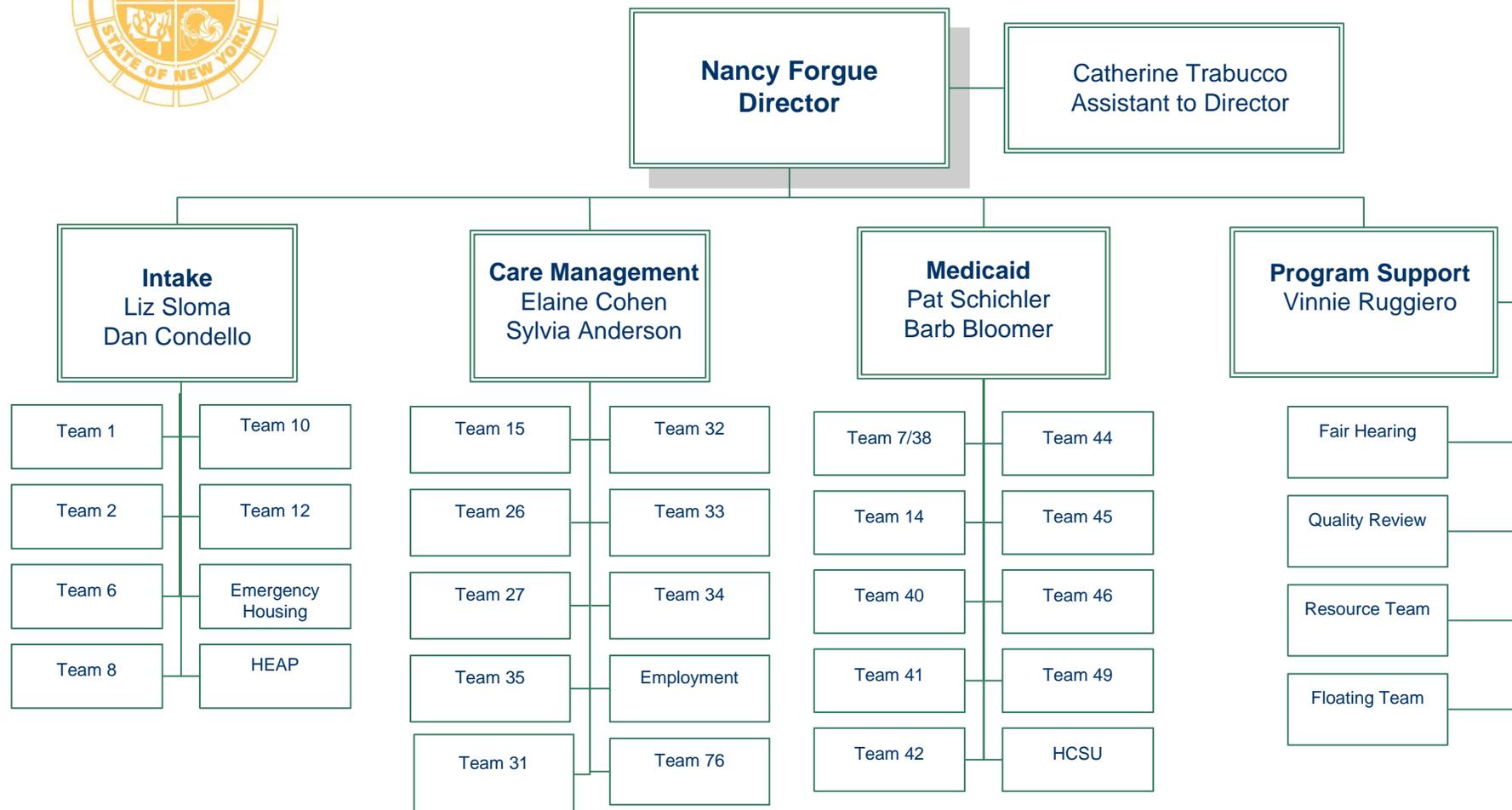


Monroe County Department of Human Services Administrative Services Division





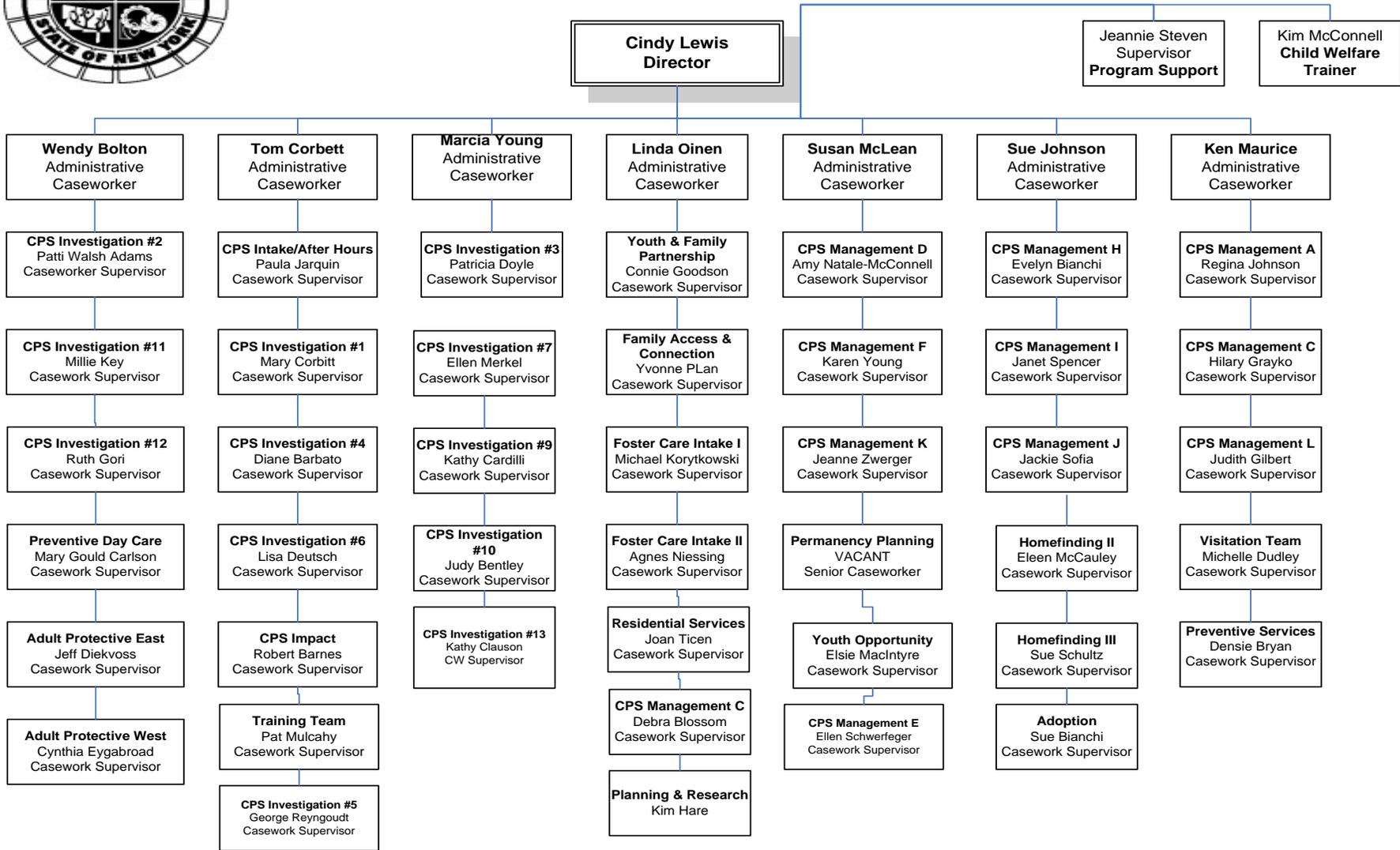
Monroe County Department of Human Services Financial Assistance Division



Updated: 1.5.11 rlw



Monroe County Department of Human Services – Child and Family Services Division 1/11



AC-LDSS APPENDIX B

SUMMARY OF MEMORANDUM OF UNDERSTANDING WITH THE DISTRICT ATTORNEY’S OFFICE FOR CHILD PROTECTIVE SERVICES

INVESTIGATION OF CHILD ABUSE AND MALTREATMENT

The Monroe County Multidisciplinary Child Abuse Team (MDT) is a collaborative effort of the Rochester Police Department, Monroe County Sheriff’s Office, Monroe County Department of Human Services, Monroe County District Attorney’s Office, Monroe County Attorney’s Office, Planned Parenthood of Rochester/Syracuse Region, Catholic Family Center, New York State Police, Rochester City School District, Linden Oaks Sexual Abuse Treatment Center, Bivona Child Advocacy Center, and the Golisano Children’s Hospital at Strong REACH Program. The goal is to provide the most comprehensive and effective investigation of child physical and sexual abuse, while minimizing additional trauma to the child.

No change from information submitted in previous APU.

ABANDON SAFE CHILD ACT

Monroe County defines the local process for complying with the Abandoned Infant Protection Act through a MOU between the Monroe County District Attorney’s Office and Monroe County Department of Human Services.

No change from information submitted in previous APU.

**AC-LDSS APPENDIX C
2007 ESTIMATES OF PERSONS TO BE SERVED**

PLEASE SEE SIGNATURE PAGE FOR WAIVER REQUEST

AC-LDSS APPENDIX D (Administrative-DSS)

NON-RESIDENTIAL DOMESTIC VIOLENCE SERVICES

No change from information submitted in previous APU.

AC-LDSS APPENDIX E

CHAFEE FOSTER CARE INDEPENDENCE PROGRAM USE OF ALLOCATIONS

Not submitted since the county is not using part of its Federal Fiscal Year 2008-2009 Independent Living allocations for room and board up to 30 percent.

AC-LDSS APPENDIX F

PROGRAM INFORMATION MATRIX 2010 PROGRAM INFORMATION

Page 1

County Name: **MONROE**

County Code: **26**

		01 Adoption	04 Education	05 Employment	06 Family Plng	Medicl Option	07 Resid Plcmnt Adult	08 Foster Care Child	09 Health Related	10 Home Mgmt.
Goals:	1	N	N	Y	Y	N	N	N	Y	Y
	2	Y	N	Y	Y	N	N	Y	Y	Y
	3	Y	N	N	Y	N	Y	Y	Y	Y
	4	Y	N	N	Y	N	Y	Y	Y	Y
	5	N	N	N	Y	N	N	Y	Y	N
Method:	D	Y	N	Y	Y	N	Y	Y	Y	Y
	U	N	N	N	N	N	N	N	N	N
	R	Y	N	Y	N	N	N	Y	N	N
Eligibility Categories										
	02 FCAA	Y	N	Y	Y		N	Y	Y	N
	03 TANF	Y	N	Y	Y		Y	Y	Y	Y
	04 EAF	Y	N	Y	Y		N	Y	N	N
	05 AGED	Y	N	Y	Y		Y	Y	Y	Y
	06 BLIND	Y	N	Y	Y		Y	Y	Y	Y
	07 DISABLED	Y	N	Y	Y		Y	Y	Y	Y
	08 MA	Y	N	Y	Y		Y	Y	Y	Y
	09 URM *	Y	N	Y	Y		Y	Y	Y	Y
	10 UEM **	Y	N	Y	Y		Y	Y	Y	N
	13 SNA	Y	N	Y	Y		Y	Y	Y	Y
	14 IE	Y	N	Y	Y		Y	Y	Y	Y
	WR	Y	N	N	Under 21 option		N	Y	N	Y***
	Income Eligibility Standards									
	State Standards	WR	200%	200%	200%		150%	WR	200%	WR****
	Local Standards	WR	NA	150%	150%		150%	WR	150%	150%

* Unaccompanied Refugee Minor

** Unaccompanied Entrant Minor

Local Standards not specified assumed to be established at State Standards.

*** When these services as provided as part of a child protective or preventive services case in accordance with the regulations of the Office of Children and Family Services.

**** The 200% state standard only relates to TANF to Title XX transfer funding.

AC-LDSS APPENDIX F (continued)

2010 PROGRAM INFORMATION

County Name: MONROE	County Code: 26
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	11 Homemaker Component			12 Housekeeper/ Chore	13 Housing Improvement Component		14 Info & Referral
	A	B	C ¹		A ¹	B	
Goals:							
1	Y	Y	Y	Y	Y	N	Y
2	Y	Y	Y	Y	Y	Y	Y
3	Y	Y	Y	Y	Y	Y	Y
4	Y	N	N	N	N	N	Y
5	N	N	N	N	N	N	Y
Method:							
D	Y	Y	Y	Y	Y	Y	Y
U	N	N	N	N	N	N	N
R	Y	Y	Y	Y	N	N	Y
Eligibility Categories							
02 FCAA		N		N		N	N
03 TANF		Y		Y		Y	N
04 EAF		N		Y		N	N
05 AGED		Y		Y		Y	N
06 BLIND		Y		Y		Y	N
07 DISABLED		Y		Y		Y	N
08 MA		Y		Y		Y	N
09 URM *		Y		Y		Y	N
10 UEM **		N		N		N	N
13 SN		Y		Y		Y	N
14 IE		Y		Y		N	N
WR		Y***		Y***		Component B	Y
Income Eligibility Standards							
State Standards		WR****		WR****		200%	WR
Local Standards		125%		125%		200%	WR

¹ This component is mandated for SSI individuals.

* Unaccompanied Refugee Minor

** Unaccompanied Entrant Minor

Local Standards not specified assumed to be established at State Standards.

*** When these services as provided as part of a child protective, preventive or adult protective services case in accordance with the regulations of the Office of Children and Family Services.

**** The 200% state standard only relates to TANF to Title XX transfer funding.

AC-LDSS APPENDIX F (continued)

2010 PROGRAM INFORMATION

County Name: MONROE	County Code: 26
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	15 Preventive Adults Component				16 A&B Prot Adults	17 Prot Child	19 WIN Couns	20 Transp	21 Unmarr Parent
	A	B	C	D					
Goals:									
1	Y	N	Y	N	N	N	N	Y	Y
2	Y	N	Y	N	N	N	N	Y	Y
3	Y	N	Y	N	Y	Y	N	Y	Y
4	Y	N	Y	N	N	N	N	Y	Y
5	N	N	N	N	N	N	N	Y	Y
Method:									
D	Y	N	Y	N	Y	Y		Y	Y
U	N	N	N	N	N	N		N	N
R	Y	N	Y	N	Y	Y		Y	Y
Eligibility Categories									
02 FCAA	N	N	N	N	N	Y	N	Y	Y
03 TANF	Y	N	Y	N	Y	Y	N	Y	Y
04 EAF	Y	N	Y	N	Y	Y	N	Y	Y
05 AGED	Y	N	Y	N	Y	Y	N	Y	N
06 BLIND	Y	N	Y	N	Y	Y	N	Y	Y
07 DISABLED	Y	N	Y	N	Y	Y	N	Y	Y
08 MA	Y	N	Y	N	Y	Y	N	Y	Y
09 URM *	N	N	N	N	Y	Y	N	Y	Y
10 UEM **	N	N	N	N	Y	Y	N	Y	Y
13 SN	Y	N	Y	N	Y	Y	N	Y	Y
14 IE	Y	N	Y	N	Y	Y	N	Y	Y
WR	N	Y	N	N	Y	Y	N	N	N
Income Eligibility Standards									
State Standards	200%				WR	WR		200%	150%
Local Standards	125%				WR	WR		150%	150%

* Unaccompanied Refugee Minor

** Unaccompanied Entrant Minor

Local Standards not specified assumed to be established at State Standards.

AC-LDSS APPENDIX F (continued)

2010 PROGRAM INFORMATION

County Name: MONROE	County Code: 26
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	22 Personal Care Services	23 Victim Domestic Violence	24 CHAP	25 Preventive Child Mandated	26 Preventive Child Optional	38 Child Care All
Goals:						
1	N	N	N	N	N	Y
2	N	N	N	N	N	Y
3	N	N	Y	Y	Y	Y
4	N	N	N	N	N	Y
5	N	N	N	Y	N	N
Method:						
D	N	N	Y	Y	Y	Y
U	N	N	N	Y	Y	N
R	N	N	N	Y	Y	Y
Eligibility Categories						
02 FCAA	N	N	Y	Y	Y	Y
03 TANF	N	Y	Y	Y	Y	Y
04 EAF	N	Y	Y	Y	Y	Y
05 AGED	N	N	Y	Y	Y	Y
06 BLIND	N	N	Y	Y	Y	Y
07 DISABLED	N	N	Y	Y	Y	Y
08 MA	N	N	Y	Y	Y	Y
09 URM *	N	N	Y	Y	Y	Y
10 UEM **	N	N	Y	Y	Y	Y
13 SN	N	Y	Y	Y	Y	Y
14 IE	N	N	N	Y	Y	Y
WR	N	Y	N	Y	Y	Y
Income Eligibility Standards						
State Standards		WR		WR	WR	***
Local Standards	NA	WR		WR	WR	145%

* Unaccompanied Refugee Minor

** Unaccompanied Entrant Minor

*** For Title XX Day Care, up to: 275% family of 2; 255% family of 3; 225% family of 4 or more

Local Standards not specified assumed to be established at State Standards.

AC-LDSS APPENDIX F (continued)

2010 PROGRAM INFORMATION

County Name: MONROE	County Code: 26
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Key to Goals	Maximum State Standards Title XX Day Care
1. Self-support	
2. Self-sufficiency	275% Family of 2
3. Protection	255% Family of 3
4. Community-based Care	225% Family of 4 or more
5. Institutional Care	

PROGRAM LIMITATIONS

CHILD CARE

TITLE XX	STATE CHILD CARE BLOCK GRANT	CHILD CARE
<u>200</u> % Family of 2	200%	Fee <u>35</u> %
<u>200</u> % Family of 3		
<u>200</u> % Family of 4 or more		

OTHER PROGRAM LIMITATIONS

**AC-LDSS APPENDIX G-1
 CHILD CARE SECTION
 Dated 2007-2011 – 2011 APU
 (NOTE: Changes are noted in BOLD)**

County: Monroe

I. Administration

Describe how your district is organized to administer the child care program including any functions that are subcontracted to an outside agency.

1. Identify the unit that has primary responsibility for the administration of child care for:

Public Assistance Families: Financial Assistance Division
Transitioning Families: Financial Assistance Division
Income Eligible Families: Financial Assistance Division
Title XX: Child and Family Services Division

2. Indicate the use of New York State Child Care Block Grant (NYSCCBG) Funds.

Estimate of Rollover Funds for FFY 08-09	- \$ 3,982,249 (minus)
Estimate of Flexible Funds for Families (FFFS) for child care subsidies	\$ 0
NYSCCBG Allocation for SFY 09-10	\$ 34,287,282
Estimate of Local Share	\$ 2,061,794

Total Estimated NYSCCBG Amount \$34,287,282 (plus local share=\$36,349,076)

A. Subsidy	\$ 34,519,076*
B. Other program costs (excluding subsidy)	\$ 1,650,000*
C. Administrative costs	\$ 180,000*

*** These figures include both Local Share AND anticipated NYSCCBG funds**

3. Does your district have a contract or formal agreement with another organization to perform any of the following functions using NYSCCBG?

No contracts or agreements with other organizations for eligibility screening, screening of legally-exempt providers, assistance for locating care, or child care information systems.

Function:

Organization:

- Eligibility screening
- Assistance in locating care
- Child Care Information Systems
- Determining if legally-exempt providers meet State approved additional local standards (if applicable)
- Other

**AC-LDSS APPENDIX G-2
 CHILD CARE SECTION
 2011 APU**

(Note: Changes are in **BOLD**.)

II. Other Eligible Families if Funds are Available

Listed below are optional categories of eligible families that your district can include as part of its ICP. Select any categories your district wants to serve and describe any limitations associated with the category.

Optional Categories	Option	Limitations
1. Public Assistance (PA) families participating in an approved activity in addition to their required work activity.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
2. PA families or families with income up to 200% of the State Income Standard when the caretaker is:		Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06-12/31/11 . As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)
a) participating in an approved substance abuse treatment program	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If this is part of the PA parent/ guardian's employment plan approved by DHS. This does not apply to IEDC cases.
b) homeless	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	With approval of the emergency housing coordinator. This does not apply to IEDC cases.
c) a victim of domestic violence	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	With approval of the DV Liaison. This does not apply to IEDC cases.
d) in an emergency situation of short duration	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Family will submit in writing a request for childcare with description of the emergency, i.e. parent must participate in court ordered community service, or other court mandated activity, one child is in an intensive care unit and with siblings at home and the parent needs to spend time at the hospital anticipated duration of the emergency, what other alternatives were explored. Worker will review with supervisor request for childcare. If approved, documentation shared with Coordinators or Asst Coordinators requesting administrative approval. All documentation will be placed in the file and reason for/duration noted on NOD.

<p>3. Families with an open child protective services case when child care is needed to protect the child.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<p>4. Families with income up to 200% of the State Income Standard when child care services are needed because the child's caretaker:</p>		<p>Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06– 12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>a) is physically or mentally incapacitated</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Applicant must have letter from physician or treating mental health professional stating unable to provide care, medical or psychological reason for this and expected duration. Applicant must also meet income requirements. The letter along with administrative approval from Coordinators or Asst Coordinators as documented in the case file.</p>
<p>b) has family duties away from home</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>5. Families with income up to 200% of the State Income Standard when child care services are needed for the child's caretaker to actively seek employment for a period up to 6 months.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Families who are currently receiving day care subsidy can continue coverage for up to 30 days to seek new employment</p> <p>Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06-12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>6. PA families where a sanctioned parent is participating in unsubsidized employment, earning wages at a level equal to or greater than the minimum amount under law.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<p>7. Families with income up to 200% of the State Income Standard when child care services are needed for the child's caretaker to participate in:</p>		

<p>a) a public or private educational facility providing a standard high school curriculum offered by or approved by the local school district</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>The student caretaker must maintain 85% attendance in school to be eligible or the acceptable standard for the school district he/she attends in, whichever is greater. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06 - 12/31/011. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>b) an education program that prepares an individual to obtain a NYS High School equivalency diploma</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Attendance in a GED program must be in addition to a minimum of 17.5 hours of weekly employment. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06 -12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>c) a program providing basic remedial education in the areas of reading, writing, mathematics, and oral communications for individuals functioning below the ninth month of the eighth grade level</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Attendance in program must be in addition to a minimum of 17.5 hours of weekly employment. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06 -12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>d) a program providing literacy training designed to help individuals improve their ability to read and write;</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Attendance in program must be in addition to a minimum of 17.5 hours of weekly employment. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06 -12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>e) English as a second language (ESL) instructional program designed to develop skills in listening, speaking, reading and writing the English language for individuals whose primary language is other than English</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Attendance in program must be in addition to a minimum of 17.5 hours of weekly employment. Note: Monroe County's priority is to serve families up to 165%of SIS for the period 1/1/06 - 12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>

<p>f) a two year full-time degree granting program at a community college, a two year college, or an undergraduate college with a specific vocational goal leading to an associate degree or certificate of completion</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Attendance in a degree program must be in addition to a minimum of 17.5 hours of weekly employment. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06-12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>g) a training program, which has a specific occupational goal and is conducted by an institution licensed or approved by the State Education Department other than a college or university</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Attendance in a training program must be in addition to a minimum of 17.5 hours of weekly employment. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06-12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>h) a prevocational skill training program such as, a basic education and literacy training program</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Attendance in a skill training program must be in addition to a minimum of 17.5 hours of weekly employment. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06-12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>i) a demonstration project designed for vocational training or other project approved by the Department of Labor.</p> <p>The parent/caretaker must complete the selected programs listed under number seven within 30 consecutive calendar months. The parent/caretaker cannot enroll in more than one program.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Attendance in a demonstration project vocation training program must be in addition to a minimum of 17.5 hours of weekly employment. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06 -12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>
<p>8. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a two-year program other than one with a specific vocational sequence (leading to an associates degree or certificate of completion and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Students must maintain a minimum 2.0 GPA. Participation in a college 2+2 program does not qualify because it is reasonably expected to lead to enrollment in a four-year college or university program. Note: Monroe County's priority is to serve families up to 165% of SIS for the period 1/1/06-12/31/11. As additional funds become available, Monroe County will expand its priority populations based on its Openings & Closings Criteria (G-3)</p>

<p>9. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a <u>two-year college or university program</u> (other than one with a specific vocational sequence) leading to an associates degree or certificate of completion and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>10. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a <u>four-year college or university program</u> (leading to a bachelor degree and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>11. Families with income up to 200% of the State Income Standard when child care services are needed for the child's caretaker to participate in a program to train workers in an employment field that currently is or is likely to be in demand in the near future, if the caretaker documents that he or she is a dislocated worker and is currently registered in such a program, provided that child care services are only used for the portion of the day the caretaker is able to document is directly related to the caretaker engaging in such a program.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

AC-LDSS APPENDIX G-4
(Changes for 2011 are noted in **BOLD**)

IV. District Options (Required Section)

Districts have certain flexibility to administer the child care subsidy program to meet local needs. Check which options that your district wishes to include in your county plan. Complete attachments for any area(s) checked.

1. Our district has identified local priorities in addition to the federal priorities (complete AC-LDSS Appendix G-5).
2. Our district has chosen to establish funding set-asides for NYSCCBG (complete AC-LDSS Appendix G-6).
3. Our district is using Title XX funds for the provision of child care services (complete AC-LDSS Appendix G-7).
4. Our district has chosen to establish additional local standards for child care providers (complete AC-LDSS Appendix G-8).
5. Our district has chosen to make payments to child care providers for absences (complete AC-LDSS Appendix G-9).
6. Our district has chosen to make payments to child care providers for program closures (complete AC-LDSS Appendix G-10).
7. Our district has chosen to pay for transportation to and from a child care provider (complete AC-LDSS Appendix G-11).
8. Our district has chosen to pay up to a 15% higher than the applicable market rates for regulated child care services that have been accredited by a nationally recognized child care organization. (complete AC-LDSS Appendix G-11).
9. Our district has chosen to pay up to 15% higher than the applicable market rates for non-traditional hours (complete AC-LDSS Appendix G-11).
10. Our district has chosen to pay up to 75% of the enhanced market rate for legally-exempt family and in-home child care providers who have completed 10 hours of training and the training has been verified by the legally-exempt care giver enrollment agency (complete AC-LDSS Appendix G-11).
11. Our district has chosen to pay for child care services while a caretaker who works the second or third shift sleeps (complete AC-LDSS Appendix G-11).
12. Our district has chosen to make payments to child care providers who provide child care

services, which exceed 24 consecutive hours (complete AC-LDSS Appendix G-12).

13. Our district has chosen to include 18, 19 or 20 year olds in the Child Care Services Unit (complete AC-LDSS Appendix G-12).
14. Our district is seeking a waiver from one or more regulatory provisions. Such waivers are limited to those regulatory standards that are not specifically included in law (complete AC-LDSS Appendix G- 12).
15. Our district has chosen to pay for breaks in activity for low income families (non public assistance families, complete AC-LDSS Appendix G-12).
16. Our district has chosen to use local equivalent forms such as, but not limited to, child care application, client notification and/or legally exempt enrollment forms (attach copies of the local equivalent forms your district uses).

AC-LDSS APPENDIX G-7
TITLE XX CHILD CARE
(Changes for 2011 are noted in **BOLD**)

Projected total Title XX expenditures for plan duration: \$ **5,194,605**

Financial eligibility limits (percentage of State Income Standard) your district will apply based on family size. Maximum reimbursable limits are 275% for a family of 1 or 2, 255% for a family of 3, and 225% for a family of 4 or more. Districts that are utilizing Title XX funds only for child protective and/or preventive child care services must not enter financial eligibility limits as these services are offered without regard to income.

Family Size: **(2)** **(3)** **(4)**

Programmatic Eligibility for Income Eligible Families. (Check all that apply.)

- Title XX: employment education/training
 seeking employment illness/incapacity
 homelessness domestic violence
 emergency situation of short duration
 participating in an approved substance abuse treatment program

Does your district apply any limitations to the programmatic eligibility criteria?

YES NO

(See Technical Assistance #1 for information on limiting eligibility.)

If yes, describe eligibility criteria:

Does your district prioritize certain eligible families for Title XX funding?

YES NO

If yes, describe which families will receive priority:

Does your district use Title XX funds for child care for open child protective services cases?

YES NO

Does your district use Title XX funds for child care for open child preventive services cases?

YES NO

**AC-LDSS APPENDIX H
 ANNUAL PLAN UPDATE CHECKLIST
 ADMINISTRATIVE COMPONENT – LOCAL DEPARTMENT OF SOCIAL SERVICES**

MONROE COUNTY

All Local Department of Social Services are required to complete this checklist. For each item below, please indicate by marking “YES” or “NO” whether there are any changes to report. For each item that is answered “Yes” or where a “NO” response is not an option, a written response is required clearly indicating what has changed and reason for the change. Responses should be attached on separate page and added at the end of this appendix.

<u>YES</u>	<u>NO</u>	
		I. Financing Process
<input type="checkbox"/>	X	a. General Information
<input type="checkbox"/>	X	b. Purchase of Services
<input type="checkbox"/>	X	c. Performance or Outcome Based Provisions
<input type="checkbox"/>	X	II. Monitoring Procedures
		III. Appendices
X	<input type="checkbox"/>	a. Appendix A – Legal Assurances (REQUIRED)
<input type="checkbox"/>	X	b. Appendix B – Summary of Memorandum of Understanding with the District Attorney’s Office for Child Protective Services (Check “No” if the memorandum is current, designates suitable locations for abandoned infants and there are no changes since the last CFSP or APU.)
<input type="checkbox"/>	X	c. Appendix C – Estimate of Persons to be Served
<input type="checkbox"/>	X	d. Appendix D – Non-Residential Services to Victims of Domestic Violence
<input type="checkbox"/>	X	e. Appendix E – Chafee Foster Care Independence Program Use of Allocations
X	<input type="checkbox"/>	f. Appendix F – Department of Social Services – Program Information Matrix (REQUIRED)
		g. Appendix G – Child Care
X	<input type="checkbox"/>	1. Appendix G-1 – Administration
X	<input type="checkbox"/>	2. Appendix G-2 – Other Eligible Families if Funds are Available
<input type="checkbox"/>	X	3. Appendix G-3 – Reasonable Distance, Very Low Income, Family Share, Case Closings and Case Openings, and Fraud and Abuse Control Activities
X	<input type="checkbox"/>	4. Appendix G-4 – Districts Options
<input type="checkbox"/>	X	5. Appendix G-5 – Priority Populations
<input type="checkbox"/>	X	6. Appendix G-6 – Funding Set-Asides
X	<input type="checkbox"/>	7. Appendix G-7 – Title XX Child Care
<input type="checkbox"/>	X	8. Appendix G-8 – Additional Local Standards for Child Care Providers
<input type="checkbox"/>	X	9. Appendix G-9 – Payment to Child Care Providers for Absences
<input type="checkbox"/>	X	10. Appendix G-10 – Payment for Child Care Providers for Program Closures
<input type="checkbox"/>	X	11. Appendix G-11 – Transportation, Differential Payment Rates, and Sleep
<input type="checkbox"/>	X	12. Appendix G-12 – Child Care Exceeding 24 Hours, Child Care Service Unit, Waivers, Break in Activities