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Local Commissioners Memorandum

Section 1

Transmittal:	07-LCM-02
To:	Local District Commissioners
Issuing Division/Office:	OTDA Budget, Finance & Data Management
Date:	March 9, 2007
Subject:	Submission of TANF Special Project Claims/FFFS Plans
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Attachments:	None
Attachment Available On – Line:	Not applicable

Section 2

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to notify social services districts of a June 30, 2007, deadline for the submission of Temporary Assistance for Needy Families (TANF) Special Project claims for the projects listed below, costs claimed as non-assistance on the Schedules A, C, F & H and certain administrative costs claimed via the RF-2A and Schedule D, for expenditures through September 30, 2006, for the TANF projects. This same deadline of June 30, 2007, except for Child Welfare and Non-Residential Domestic Violence, also applies to local districts finalizing periods in their Flexible Fund for Family Services (FFFS) plans for the expenditures for the period ending September 30, 2006, except for the Title XX and CCBG transfer amounts which cannot be changed.

II. Background

Social services districts are advised that claims for TANF Special Projects for expenditures for the period October 1, 2005, through September 30, 2006, must be submitted to the OTDA Bureau of Financial Services as applicable via the TANF Reporting and Control System (TRACS) or manually via paper LDSS 3922 by June 30, 2007. For Child Welfare and Non-Residential Domestic Violence FFFS 2006 related programs, the deadline is March 31, 2007, with the exception of PINS/Prevention/Detention Diversion Services within FFFS. These claiming deadlines are established in order to evaluate the status of spending for obligations established at the State level for the Federal Fiscal Year 2006.

As allocations are announced to social services districts, OTDA reports those allocations as an obligation (or as obligations) on the TANF Federal Financial report. Once an obligation is established, the State has one year following the year of obligation to fully liquidate it. In order to determine the amount of Federal funds that will be liquidated, the State needs to have final claims in by June 30, 2007, for all expenditures made through September 30, 2006, even if the program continues past that date. The same principle applies to expenditures with ending dates of September 30, 2006, for FFFS plans, since obligations were established for the TANF FFY 2006 based on dates established in approved LDSS FFFS plans. After June 30, 2007, no FFFS plan revisions for the State Fiscal Years 2005-06 and 2006-07 will be considered for expenditures prior to October 1, 2006.

III. Program Implications

Expenditures for the following projects made by social services districts for the period October 1, 2005 - September 30, 2006, must be claimed to OTDA Bureau of Financial Services or entered and finalized into TRACS as noted below by June 30, 2007. Claims for expenditures made through September 30, 2006, will not be reimbursed if submitted after June 30, 2007.

LDSS 3922:

NYWBG 5

Solutions 7

Work Experience Programs - NYC Only

Detention Prevention

Engagement

Youth Engagement Services (YES)

Intensive Services

Assessment Centers (NYC Only)

PWA/CAMS (2 Districts Only)

TRACS:

BG CY 2004-05

DET PREV FFFS

Domestic Violence Liaisons CY 2004-05

Drug/Alcohol CY 2004-05

FFFS 2005 and 2006

Non Res DV 5

This deadline also applies to certain Schedule D related TANF administrative costs reported on the D-2, D-3, D-6 and D-10. These costs, which do not pertain to the provision of client assistance benefits,

under Federal TANF rules, also must be liquidated by September 30, 2007. Because the TANF deadline does not apply to the other programs reported on these schedules (for example, FSE&T and FNP employment), we ask that the districts continue to submit such claims for periods prior to October 1, 2006, after the June 30, 2007 deadline. While we will continue to settle the non-TANF portion of these claims after the June 30, 2007, deadline, subject to the claiming rules of the specific program (e.g., two year claiming limit), the TANF amounts will not be applied toward the FFFS ceiling because they are beyond the deadline. Any necessary adjustments will be made at the state level to the FFFS Ceiling Report.

The deadline also applies to non-assistance costs claimed on the Schedules A, C, & F as well as certain costs claimed on the Schedule H. Specifically the following costs for expenditures paid by September 30, 2006 must be claimed by June 30, 2007:

Schedule A	Columns 6, 7, 8, 9 and 10
Schedule C	Columns 6, 7, 8, 9 and 10
Schedule F	Columns 5, 6, 7, and 8
Schedule H	Columns 2 and 6

Issued By

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Title:	Director
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