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

Transmittal No: 96 LCM-91

Date: October 4, 1996

Division: Services and
Community
Development

TO: Local District Commissioners

SUBJECT: State Low Income Day Care Program

ATTACHMENTS: District Low Income Day Care Allocations
(available on-line)

The purpose of this Local Commissioners Memorandum(LCM) is to inform districts of their allocations for the State Low Income Day Care(LIDC) program for State Fiscal Year(SFY) 1996-97. Districts were notified in 96 LCM-51 dated May 30, 1996 of their potential allocations for LIDC based on the proposed appropriation in the Governor's Executive Budget submitted to the Legislature. The State Budget has been enacted and includes an additional \$5 million in funds for the State Low Income program. The total appropriation for SLIDC for SFY 1996-97 is \$44,366,000.

Attachment A indicates each district's allocation of LIDC funds for the period April 1, 1996 through March 31, 1997. This attachment supercedes Attachment A of 96 LCM-51.

PROGRAM INFORMATION

LIDC program funding is available to social services districts for the provision of child care services to families which are employed, participating in approved education/training programs or seeking employment (for up to six months). Each social services district establishes an income eligibility level at or below 200% of the state income standard. Eligible providers include child day care providers as defined in Section 415.1(a) of Department regulations.

CLAIMING INSTRUCTIONS

Instructions for claiming program costs are contained in the Department's Fiscal Reference Manual (Vol II, Chapter 3) for Schedule H (DSS-4283) Non-Title XX Services for Recipients. Total expenditures should be reported on line 2 (Day Care Services for Children) column 4 (Low Income Day Care). Enter on line 22, column 4 (Fees for Low-Income Day Care) total fees collected from families. Effective with the October 1996 claim, the expenditures should be claimed on line 2 (Day Care Service for Children) column 6 (Low Income Day Care). Also effective with the October 1996 claim, fees should be reported on line 16 column 6 (Fees for Low Income Day Care). For LIDC program and administrative costs, there is no requirement for a match of the expenditures with local funds. Normal claiming instructions should be followed which will result in 100% of the expenditures being identified as State share.

Instructions for claiming administrative costs are contained in Manual Bulletin 143b, Local Cost Allocation Manual, Chapter 9. The administrative expenditures for LIDC are claimed on the Schedule D-2, Allocation for Claiming of General Services Expenditures (DSS-2347B), on line 6, "Low Income Day Care" in Sections I and II. 100% State reimbursement will be determined from the Schedule D-2.

Claims for the LIDC program for SFY 1996-97 must be submitted by May 31, 1997. No rollover of unexpended funds is allowed.

For social services districts which participate in LIDC and not the Child Care and Development Block Grant Program(CCDBG) subsidy program, reimbursement for administrative costs is limited to ten (10) percent of the social services district's allocation for the LIDC program. For social services districts which participate in both the LIDC and the CCDBG programs, reimbursement for administrative costs is limited to ten (10) percent of the social services district's combined allocations for the LIDC program and the CCDBG subsidy program. A minimum of \$25,000 and a maximum of \$400,000 or the amount the district was eligible to receive for these purposes during SFY 95-96, whichever is less, is available for reimbursement of administrative costs.

Expenditures for administrative costs, with the exception of countywide A-87 costs, will be reimbursed from the social services district's LIDC allocation, not the CCDBG allocation. Note that the countywide A-87 costs allocated to the LIDC program will be 100% local share since there is no State reimbursement for these costs. Districts that incur excess LIDC administrative expenditures will have their claims adjusted to the administrative cost ceiling by the Department.

Social services districts which participate in ARLICC should note that their LIDC allocation is used as the State match for federal ARLICC funds.

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CONTACT PERSON

If you have any questions regarding information contained in this LCM, please contact Eileen Mahoney of the Bureau of Early Childhood Services at 1-800-343-8859, extension 474-9324 or direct dial (518) 474-9324. Ms. Mahoney also may be contacted on-line, User ID # SVC109.

If you have any fiscal questions, please contact the Bureau of Local Financial Operations:

Regions 1-4 - Roland Levie at 1-800-343-8859, extension 4-7549 or dial direct (518) 474-7549; User ID FMS001.

Region 5 - Marvin Gold at (212) 383-1733; User ID OFM270.

If you have any WMS System questions, please contact Gerald Seeley of the Bureau of Services Information Systems at 1-800-342-3727 or dial direct (518) 432-2932; User ID OFL130.

We congratulate district efforts that enable low income parents with children to succeed. We look forward to maintaining the availability of quality and affordable day care to New York's children.

Rose M. Pandozy
Deputy Commissioner

ATTACHMENT

LOW INCOME DAY CARE ALLOCATIONS
SFY 1996-1997

ALBANY	483,693	NIAGARA	714,124
ALLEGANY	65,705	ONEIDA	440,740
BROOME	318,149	ONONDAGA	1,076,934
CATTARAUGUS	88,772	ONTARIO	135,089
CAYUGA	71,358	ORANGE	437,977
CHAUTAUQUA	492,501	ORLEANS	145,037
CHEMUNG	304,147	OSWEGO	262,837
CHENANGO	88,655	OTSEGO	147,223
CLINTON	178,987	PUTNAM	55,803
COLUMBIA	104,935	RENSSELAER	227,253
CORTLAND	109,682	ROCKLAND	683,341
DELAWARE	207,996	ST. LAWRENCE	522,546
DUTCHESS	557,048	SARATOGA	108,522
ERIE	2,308,839	SCHENECTADY	187,589
ESSEX	122,806	SCHOHARIE	48,816
FRANKLIN	204,027	SCHUYLER	44,211
FULTON	66,567	SENECA	73,502
GENESEE	167,065	STEUBEN	877,462
GREENE	134,329	SUFFOLK	1,752,614
HAMILTON	22,941	SULLIVAN	159,921
HERKIMER	128,208	TIOGA	116,602
JEFFERSON	202,075	TOMPKINS	235,326
LEWIS	53,308	ULSTER	297,269
LIVINGSTON	168,250	WARREN	87,116
MADISON	144,324	WASHINGTON	122,072
MONROE	2,594,738	WAYNE	88,729
MONTGOMERY	77,373	WESTCHESTER	1,135,575
NASSAU	2,398,816	WYOMING	86,757
NEW YORK CITY	22,183,000	YATES	46,719