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Governor

NEW YORK STATE  
OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE  
40 NORTH PEARL STREET  
ALBANY, NY 12243-0001

Brian J. Wing  
Commissioner

## Local Commissioners Memorandum

### Section 1

<b>Transmittal:</b>	02 LCM 3	
<b>To:</b>	Local District Commissioners	
<b>Issuing Division/Office:</b>	Division of Transitional Supports and Policy	
<b>Date:</b>	April 2, 2002	
<b>Subject:</b>	Availability of Funds to Supplement Mandatory TANF Drug and Alcohol Services or to Create or Expand Enhanced Drug and Alcohol Projects	
<b>Contact Person(s):</b>	OTDA: Anthony DeCrescenzo (518) 473-9714	
<b>Attachments:</b>	None	
<b>Attachment Available On – Line:</b>		None

### Section 2

#### I. Purpose

The purpose of this LCM is to advise local districts of the availability of an additional \$7.5 million from the supplemental SFY 01-02 budget for local social services districts to supplement funding for current TANF Drug and Alcohol projects or to develop new enhanced TANF Drug and Alcohol projects.

#### II. Background

The supplemental SFY 2001-02 budget provided \$15 million in new funds for TANF drug/alcohol related activities. These funds are also proposed for reappropriation in the 2002-03 Executive Budget to make them available for expenditure in future fiscal years.

Up to \$10 million of this amount was to be made available to Office of Alcoholism and Substance Abuse Services (OASAS). OASAS intended to use this new money to extend its original \$10 million TANF allocation contracts for an additional fiscal year beyond the 15 month contracts which are now being executed. This would have carried the services under these contracts through State Fiscal Year 2003-04.

Because there is an urgent need to sustain existing local district services in 2002-03, the OASAS draw against the new appropriation will be \$2.5 million. This will permit a full quarter-year funding to be used to bridge their contracts to new State appropriations in 2003-04 that may be made available based upon Federal reauthorization and State legislative enactment. This will guarantee funding for a full 18 month period of time. A total of \$7.5m is made available in this LCM for

OTDA and OASAS to allocate to districts on a competitive basis, to cover district costs related to mandatory TANF drug/alcohol activities and to support current or newly developed TANF enhanced (wrap-around) drug/alcohol services.

### **III. Program Implications**

At the March 13, 2002 New York Public Welfare Association (NYPWA) Fiscal Forum local districts were provided with the local district allocations to support drug and alcohol projects. A total of \$5 million has been allocated for TANF drug and alcohol projects. An LCM providing these Drug and Alcohol allocations will be forthcoming. Districts choosing to compete for supplemental funds from this additional \$7.5 million must justify the need for those funds. Districts must provide a letter of support from the County Mental Health Director.

Districts that are interested in competing for these additional funds must submit TANF Services Plan modifications or new templates as follows:

- If districts are requesting funds to supplement their mandatory Drug and Alcohol projects, they must submit the appropriate TANF Plan modification including updating the project narrative, project budget page and TANF plan matrix.
- If districts are expanding existing enhanced Drug and Alcohol projects, a TANF Plan modification must be done including the necessary updates to the project narrative, project budget page and TANF plan matrix.
- If districts are creating a new enhanced project, then a new project narrative, a corresponding budget, and an updated TANF plan matrix must be submitted. Need for the enhanced services must be demonstrated in the project narrative.

All proposals which are submitted timely will be evaluated for funding. A joint review will be conducted by staff from OTDA and OASAS. Please note that the supplemental funds will only become available to a local district when they have submitted TANF drug/alcohol claims equal to 75% of their initial TANF drug/alcohol allocation.

For districts requesting additional funding for mandatory Drug and Alcohol services, the reviewers will focus on the district's justification for such additional funding, including the status of the district's TANF drug/alcohol claims.

For districts requesting additional funds to expand operating enhanced Drug and Alcohol projects, the reviewers will focus on how the additional funds will be used to enhance the current project including, but not limited to, the provision of new services, the provision of the original service to a greater number of individuals, the general performance of the original project and the status of the district's TANF drug/alcohol claims.

For districts requesting funds to begin a new enhanced project, the reviewers will focus on the proposed project as it relates to the requirements of 98 LCM-14 which established the original guidelines for enhanced Drug and Alcohol projects.

Districts must submit their proposals by **April 30, 2002** to receive priority status for funding. Since funding may not be available for all submissions, proposals will be selected on a competitive basis and those proposals received on or before **April 30, 2002** will be given priority status in the selection process.

The total funding available for this initiative is \$7.5 million. As part of the New York State SFY 01-02 budget, these funds are available for the provision of services through June 30, 2002 with claims to be submitted by August 15, 2002. These funds are, however, identified in the SFY 02-03 Executive Budget for reappropriation, and it is anticipated that these funds will continue to be available through the next State fiscal year. As such, districts may submit projects which extend beyond June 30, 2002.

Proposals, in the form of TANF plan modifications, are to be submitted by **April 30, 2002**. Districts may submit for both mandatory and enhanced projects if they wish, keeping in mind that they must justify the need for additional Drug and Alcohol services (i.e., additional need due to higher volume created by Drug and Alcohol outreach or revision of the screening document or procedures). Each project must include the name and phone number of the project coordinator who we may contact if any questions arise in the review process and the individual who will be the contact person during the period of program operation.

Proposals should be submitted to:

Shari Noonan  
Deputy Commissioner  
Division of Transitional Supports and Policy  
40 North Pearl Street, 9C  
Albany, New York 12243

If you have any questions please contact Anthony DeCrescenzo of my staff at (518) 473-9714.

**Issued By**

**Name: Shari Noonan**

**Title: Deputy Commissioner**

**Division/Office: Division of Transitional Supports and Policy  
Office of Temporary and Disability Assistance**

**Name: Paul Puccio**

**Title: Executive Deputy Commissioner**

**Division/Office: Office of Alcoholism and Substance Abuse Services**