RESOLUTION NO. 2025051

RE: ACCEPT GRANT FUNDING FROM THE NEW YORK STATE OFFICE OF CHILDREN & FAMILY SERVICES AND AMEND THE 2025 ADOPTED COUNTY BUDGET AS IT PERTAINS TO THE DEPARTMENT OF COMMUNITY & FAMILY SERVICES

Legislators GARITO, MC HOUL, CASWELL, D'AQUANNI, GORMAN, VERSACI, and KAUL offer the following and move its adoption:

WHEREAS, the Commissioner of Community & Family Services has advised that the New York State Office of Children & Family Services ("NYS OCFS") has allocated and awarded the County 2024-2025 Adoption and Legal Guardianship Incentive Payments Program ("AIPP") grant funds in the sum of $25,000, and

WHEREAS, the AIPP is a critical investment to help recruit and strengthen kinship foster and adoptive families and promote adoptive placements, thereby increasing the number of children and youth moving from foster care into permanent placement, and

WHEREAS, this NYS OCFS AIPP funding will be used to support local foster care recruitment activities, and

WHEREAS, it is necessary to amend the 2025 Adopted County Budget to accept and provide funding for the implementation of the AIPP, now therefore, be it

RESOLVED, that the Commissioner of Finance is hereby authorized, empowered and directed to amend the 2025 Adopted County Budget as follows:

APPROPRIATIONS		
Increase		
A.6119.4610.106	Foster Care Advertising	$25,000
REVENUES		
Increase		
A.6119.46190.07	Child Care Foster Care	$25,000

CA-037-25
VAC/rjw
G-0198-A
03/06/25
Fiscal Impact: See Attached.

APPROVED
Susan Serino
SUSAN J. SERINO
COUNTY EXECUTIVE
Date 4/21/2025

STATE OF NEW YORK
ss:
COUNTY OF DUTCHESS

This is to certify that I, the undersigned Clerk of the Legislature of the County of Dutchess, have compared the foregoing resolution with the original resolution now on file in the office of said clerk, and which was adopted by said Legislature on the 14th day of April 2025, and that the same is a true and correct transcript of said original resolution and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Legislature this 14th day of April 2025.

DUTCHESS COUNTY SEAL

Hugh Wager
HUGH WAGER, CLERK OF THE LEGISLATURE

SUE SERINO
COUNTY EXECUTIVE

SABRINA JAAR MARZOUKA, JD, MPH
COMMISSIONER

DUTCHESS COUNTY GOVERNMENT
DEPARTMENT OF COMMUNITY AND FAMILY SERVICES

MEMORANDUM

Date: 03/04/2025

To: Jess White Budget Director

From: Peter Simon Director of Administrative Services DCFS

RE: Resolution request – AIPP grant

The New York State Budget appropriated $1,475,000 for local social services districts to provide foster/adoptive parent and legal guardianship recruitment activities through the Adoption and Legal Guardianship Incentive Program (AIPP). The AIPP is a critical investment to help recruit and strengthen kinship foster and adoptive parents.

We are seeking a resolution to provide the necessary funding for the implementation of the AIPP program. Thank you for your consideration.

FISCAL IMPACT STATEMENT

☐ NO FISCAL IMPACT PROJECTED

APPROPRIATION RESOLUTIONS

(To be completed by requesting department)

Total Current Year Cost $ 25,000

Total Current Year Revenue $ 25,000
and Source

NYS OCFS

Source of County Funds *(check one)*: ☐ Existing Appropriations, ☐ Contingency,
☐ Transfer of Existing Appropriations, ☑ Additional Appropriations, ☐ Other *(explain)*.

Identify Line Items(s):
A.6119.4610.106 -Advertising
A.6119.46190.07 -Child Care Foster Care

Related Expenses: Amount $ _____
Nature/Reason:

Anticipated Savings to County: _____

Net County Cost (this year): _____
Over Five Years: _____

Additional Comments/Explanation:
This grant is 100% funded through the New York State Office of Children & Family Services

Prepared by: Peter Simon Prepared On: 03/03/2025

Dut.pdf

NEW YORK STATE | Office of Children and Family Services

Kathy Hochul
Governor

52 WASHINGTON STREET
RENSSELAER, NY 12144

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

Local Commissioners Memorandum

Transmittal:	25-OCFS-LCM-03
To:	Local Departments of Social Services Commissioners
Issuing Division/Office:	Division of Child Welfare and Community Services/Bureau of Permanency Services
Date:	February 14, 2025
Subject:	**Adoption and Legal Guardianship Incentive Funds for Local Departments of Social Services (LDSSs) Recruitment Activities**
Contact Person(s):	See section VI.
Attachments:	Attachment A: *District Allocation Amounts SFY 2024-2025* Attachment B: *Certification Re: Non-Supplantation and Plan for Adoption and Legal Guardianship Incentive Payment Program Funding for Recruitment Efforts and Increased Permanency Outcomes* Attachment C: *Attachment for U.S. Department of Health and Human Services Grants - FFY 2022 Adoption and Legal Guardianship Incentive Program*

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to advise local departments of social services (LDSSs) of the availability of $1,475,000 from the Adoption and Legal Guardianship Incentive Payments Program (AIPP) in the state fiscal year (SFY) 2024-2025 for foster/adoptive parent and legal guardianship recruitment activities to increase permanency outcomes. This LCM also provides information on each district's allocation, the allocation methodology, how districts may use the funds, and planning and claiming requirements.

II. Background

The AIPP was established by the Administration for Children and Families in 1997 as part of the Adoption and Safe Families Act. The objective of the AIPP is to provide incentives to states and eligible tribes to annually increase the number of children in foster care who find permanent homes through adoption or legal guardianship. In 2014, the program was reauthorized and revised to allow incentives to be paid to jurisdictions for improved performance in both adoptions and legal guardianship of children in foster care. The program was reauthorized in 2021 as part of the Family First Prevention Services Act, signed into law in February 2018. The program recognizes states and tribes for improving their performance in finding permanent homes for children in foster care and is reauthorized annually.

The AIPP is a critical investment to help LDSSs recruit and strengthen kinship foster and adoptive families and promote adoptive placements, thereby increasing the number of children and youth moving from foster care into permanent placements.

State incentive eligibility requirements are based on annual foster care, adoption, and guardianship data submitted to the Adoption and Foster Care Analysis and Reporting System (AFCARS). Based on the annual AFCARS submission, the Children's Bureau determines the number of foster child adoptions, foster child guardianships, preadolescent (age 9 - 13) adoptions and foster child guardianships, and older child (age 14 and over) adoptions and foster child guardianships eligible to earn incentive payments (Title 42, Chapter 7, Subchapter IV, Part E Sections 473b, 474, and 479 of the Social Security Act).

Reinvestment of these funds back into adoption and guardianship related activities will positively impact permanency outcomes for youth unable to be reunified with birth families and will therefore positively impact AFCARS data and federal funding.

III. Program Implications

OCFS encourages LDSSs to take advantage of the opportunity to access the recruitment allocations to promote and increase permanent stable placements for youth in care who have special needs or who are older and/or are harder to place.

LDSSs can only use the funds for the allowable expenditures noted below as authorized by appropriation language in Chapter 53 of the New York State Laws of 2023. LDSSs will be required to sign an attestation (Attachment B) indicating how they will use the funds in accordance with the allowable expenditures under the AIPP. LDSSs must also attest that they will not use their allocation to supplant any existing state or LDSS resource. The federal funds may only be used to supplement existing resources or fund allowable activities that are currently unfunded. OCFS may reallocate any unspent funds from one LDSS to other LDSSs that have claims that exceed their allocations.

A. Allowable Expenditures

Examples of allowable expenditures are listed below. Services may be purchased directly or through contract, including contracts with voluntary agencies (VAs).

- Hiring or securing the services of a professional photographer and/or media consultation to improve images and narratives of children freed for adoption who meet the photo listing requirements.

- Activities associated with foster/adoptive parent recruitment and retention, including advertising, publication development/dissemination, and/or event/venue costs associated with recruitment/retention activities.

- Supporting kinship foster parents in meeting approval requirements including but not limited to purchasing services and/or items to remove barriers to approval such as those relating to fire safety requirements, sleeping arrangements, car seats, medical clearances, and transportation.

- Activities associated with education and recruitment of kinship guardianship when reunification and adoption are not permanency options.

Note: This allowability is based on the appropriation language under Chapter 53 of the laws of 2023.

B. Requirements to Receive Funds

To receive the allocated funds, LDSSs must complete the Attestation of Use of *Certification Re: Non-Supplantation and Adoption and Legal Guardianship Incentive Funding* (Attachment B) and submit the form to OCFS for approval via email to OCFS.SM.Permanency.Services@ocfs.ny.gov. Completed attestations (Attachment B) are due by February 25, 2025.

Description of how the funding will be utilized Districts must select one or more of the allowable expenditure categories listed above or select "other" and provide a description of their plan for use of funds.

Non-supplantation of funds. This attestation form (Attachment B) provides certification that the funds will not be used to supplant other state, local, or private funds and that claims for reimbursement under this appropriation will not be submitted for the same type and level of funds covered by any other state or locally authorized appropriations.

IV. Allocation Methodology

OCFS has a total of $1,475,000 available from the Adoption and Legal Guardianship Incentive Payment Program to allocate equally among all LDSSs. Each LDSS will receive $25,000.

V. Fiscal and Claiming

There are $1,475,000 in federal funds for the expenditures described in this LCM. Claims for these funds must be submitted as described below. These funds are to be used only to reimburse expenditures beginning October 1, 2024, through June 30, 2025, and final accepted in the Automated Claiming System (ACS) by July 31, 2025.

Expenditures for the **ADOP GUARD RECRUIT** project should be claimed through the RF17 claim package for special project claiming. These costs are 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 Payments Administrative Expenses Other Than Salaries* and the (LDSS-2347) *Schedule D DSS Administrative Expenses Allocation and Distribution by Function and Program.* After final acceptance of the RF2A claim package, the individual project costs are then reported under the project label **ADOP GUARD RECRUIT** project on the (LDSS-4975A) *RF17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs.* Salaries, fringe benefits, staff counts, and central services costs are not allowable expenses.

Non-salary administrative costs are reported with the appropriate object of expense code(s) on the (LDSS-923B) *Summary - Administrative, Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs.* Program costs should be reported as object of expense code 37 – (Special Project Program Expense) on the (LDSS-923B) *Summary - Program, Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs.*

Total project costs should be reported on the (LDSS-4975) *Monthly Statement of Special Project Claims Federal and State Aid (RF-17)*, as 100% federal share. For each LDSS, the expenditures reported for the **ADOP GUARD RECRUIT** project will be reimbursed up to the amount of the district's allocation.

OCFS may reallocate any unspent funds from an LDSS to other LDSSs that have claims that exceed their allocations.

VI. Contacts

Any programmatic questions should be addressed to the appropriate Division of Child Welfare and Community Services' regional office.
BRO – Amanda Darling (716) 847-4446 Amanda.Darling@ocfs.ny.gov
RRO – Chris Bruno (585) 238-8201 Christopher.Bruno@ocfs.ny.gov
SRO – Sara Simon (315) 423-1200 Sara.Simon@ocfs.ny.gov
ARO – John Lockwood (518) 486-7078 John.Lockwood@ocfs.ny.gov
WRO – Sheletha Chang (914) 708-2499 Sheletha.Chang@ocfs.ny.gov
NYCRO – Sandra Davidson (212) 383-1788 Sandra.Davidson@ocfs.ny.gov

Questions pertaining to the allocations may be directed to:

Shonna Clinton, Local Operations Manager, Bureau of Budget Management
(518) 474-1361
Shonna.Clinton@ocfs.ny.gov

Any Automated Claiming System (ACS) claiming questions should be directed to the OTDA Bureau of Financial Services by email or telephone:

Justin Gross (Regions I-V)
(518) 474-7549
otda.sm.Field_Ops.I-IV@otda.ny.gov

Michael Simon (Region VI)
(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

Attachment A

District Allocation Amounts SFY 2024-2025

District	Allocation	District	Allocation
Albany	$25,000	Ontario	$25,000
Allegany	$25,000	Orange	$25,000
Broome	$25,000	Orleans	$25,000
Cattaraugus	$25,000	Oswego	$25,000
Cayuga	$25,000	Otsego	$25,000
Chautauqua	$25,000	Putnam	$25,000
Chemung	$25,000	Rensselaer	$25,000
Chenango	$25,000	Rockland	$25,000
Clinton	$25,000	Saratoga	$25,000
Columbia	$25,000	Schenectady	$25,000
Cortland	$25,000	Schoharie	$25,000
Delaware	$25,000	Schuyler	$25,000
Dutchess	$25,000	Seneca	$25,000
Erie	$25,000	St. Lawrence	$25,000
Essex	$25,000	St. Regis	$25,000
Franklin	$25,000	Steuben	$25,000
Fulton	$25,000	Suffolk	$25,000
Genesee	$25,000	Sullivan	$25,000
Greene	$25,000	Tioga	$25,000
Hamilton	$25,000	Tompkins	$25,000
Herkimer	$25,000	Ulster	$25,000
Jefferson	$25,000	Warren	$25,000
Lewis	$25,000	Washington	$25,000
Livingston	$25,000	Wayne	$25,000
Madison	$25,000	Westchester	$25,000
Monroe	$25,000	Wyoming	$25,000
Montgomery	$25,000	Yates	$25,000
Nassau	$25,000		
Niagara	$25,000	NYC	$25,000
Oneida	$25,000		
Onondaga	$25,000	**Statewide Total**	**$ 1,475,000**

Attachment B

Certification Re: Non-Supplantation and Adoption and Legal Guardianship Incentive Program Funding for Recruitment Efforts and Increased Permanency Outcomes

This is to certify that Dutchess County social services district will use the allocation of these funds authorized in the amount of $ 25,000 through activities aimed at improving recruitment efforts and increase permanency outcomes through adoption and Kinship Guardianship Assistance Program (KinGAP) finalizations.

Such funds will not be used to supplant any other state or local funds. Claims for reimbursement under this appropriation will not be submitted for the same type and level of funding covered by any other state or locally authorized appropriation, except to fund expenditures to continue or expand activities that were funded for this purpose.

Plan for use of funds: (Check all that apply.)

☐ Hiring or securing the services of a professional photographer and/or media consultation to improve images and narratives of children freed for adoption who meet the photo listing requirements.

☒ Activities associated with foster/adoptive parent recruitment, including advertising, publication development/dissemination, and/or event/venue costs associated with recruitment activities.

☒ Supporting kinship foster parents in meeting approval requirements, including but not limited to purchasing services and/or items to remove barriers to approval, such as those relating to fire safety requirements, sleeping arrangements, car seats, medical clearances, and transportation.

☒ Activities associated with education and recruitment of kinship guardianship when reunification and adoption are not permanency options.

Name of person completing the form: Amanda McGann-Watson Date: 2/18/2025

Name of Commissioner: Sabrina Jaar Marzouka, JD, MPH

Commissioner's signature: Sabrina Marzouka Date: 2/18/25

Email completed attestations to OCFS.SM.Permanency.Services@ocfs.ny.gov by February 25, 2025.

Attachment C

ATTACHMENT FOR U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES GRANTS – FFY 2022 ADOPTION AND LEGAL GUARDIANSHIP INCENTIVE PROGRAM

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 states "all pass-through entities must ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, includes the changes in subsequent subaward identification."

(i)	Subrecipient name	Local department of social services
(ii)	Subrecipient's unique entity identifier	Local department of social services
(iii)	Federal award identification number (FAIN)	2201NYAIPP
(iv)	Federal award date to the recipient by the HHS awarding agency	October 1, 2021
(v)	Subaward period of performance start and end date	October 1, 2024 – June 30, 2025
(vi)	Amount of federal funds obligated to the subrecipient by the pass-through entity to the subrecipient	Attachment A
(vii)	Total amount of the federal funds obligated to the subrecipient by the pass-through entity, including the current obligation	Attachment A
(viii)	Total amount of the award committed to the subrecipient by the pass-through entity	Attachment A
(ix)	Federal award project description	FFY 2022 Adoption and Legal Guardianship Incentive Program
(x)	Names of the HHS awarding agency and pass-through entity, and contact information for awarding official of the pass-through entity	Administration for Children and Families Questions pertaining to the allocations: Shonna Clinton – (518) 474-1361 Shonna.Clinton@ocfs.ny.gov
(xi)	CFDA number and name	93.603 Adoption and Legal Guardianship Incentive Payments
(xii)	Identification of whether the award is research and development (R&D)	N
(xiii)	Indirect cost rate for the federal award (including if the de minimis rate is charged per section 75.414)	Please see uniform guidance 45 CFR 75.

Family and Human Services Committee Roll Call

District	*Name*	*Yes*	*No*
District 7 - Hyde Park and Pleasant Valley	Truitt*	✓	
District 25 - Amenia, Washington, Pleasant Valley & Millbrook	Houston*		
District 3 - LaGrange	Polasek*		
District 16 - Fishkill and Beacon	Valdés Smith*		
District 9 - City of Poughkeepsie	Atkins*	Absent	
District 2 - LaGrange, Pleasant Valley & Town of Poughkeepsie	Travelpiece		
District 5 - Town of Poughkeepsie	D'Aquanni		
District 8 - City and Town of Poughkeepsie	Brendli		
District 11 - Clinton, Pleasant Valley, and Rhinebeck	Kearney		
District 17 - Town and Village of Fishkill	McHoul (VC)	Absent	
District 19 - North East, Stanford, Pine Plains, Milan & Red Hook	Drago		
District 22 - Beekman and Union Vale	Garito (C)		

Present: 10
Absent: 2
Vacant: 0

Resolution: ✓
Motion: ____

Total : 10 Yes 0 No
Abstentions: ____

2025051 ACCEPT GRANT FUNDING FROM THE NEW YORK STATE OFFICE OF CHILDREN & FAMILY SERVICES AND AMEND THE 2025 ADOPTED COUNTY BUDGET AS IT PERTAINS TO THE DEPARTMENT OF COMMUNITY & FAMILY SERVICES

APRIL 10, 2025

Roll Call Sheets

District	Last Name	YES	NO
District 7 - Hyde Park and Pleasant Valley	Truitt	✓	
District 25 - Amenia, Washington, Pleasant Valley & Millbrook	Houston		
District 3 - LaGrange	Polasek		
District 16 - Fishkill and Beacon	Valdés Smith		
District 9 - City of Poughkeepsie	Atkins		
District 1 - Town of Poughkeepsie	Gorman		
District 2 - LaGrange, Pleasant Valley & Town of Poughkeepsie	Travelpiece		
District 4 - Hyde Park and Town of Poughkeepsie	Lawler		
District 5 - Town of Poughkeepsie	D'Aquanni		
District 6 - Town of Poughkeepsie	Kaul		
District 8 - City and Town of Poughkeepsie	Brendli		
District 10 - City of Poughkeepsie	Johnson		
District 11 - Clinton, Pleasant Valley, and Rhinebeck	Kearney		
District 12 - East Fishkill	Metzger		
District 13 - East Fishkill and Wappinger	Paoloni		
District 14 - Wappinger and Town of Poughkeepsie	Versaci	Absent	
District 15 - Wappinger	Faust		
District 17 - Town and Village of Fishkill	McHoul	Absent	
District 18 - City of Beacon and Fishkill	Page	Absent	
District 19 - North East, Stanford, Pine Plains, Milan & Red Hook	Drago		
District 20 - Red Hook, Tivoli, and Rhinebeck	Munn		
District 21 - East Fishkill	Caswell		
District 22 - Beekman and Union Vale	Garito		
District 23 - Pawling, Beekman and East Fishkill	Rolison		
District 24 - Dover and Pawling	House	Absent	

Present:	21	**Resolution:**	✓	**Total :**	21	0
Absent:	4	**Motion:**			Yes	No
Vacant:	0			**Abstentions:**	0	

2025051 ACCEPT GRANT FUNDING FROM THE NEW YORK STATE OFFICE OF CHILDREN & FAMILY SERVICES AND AMEND THE 2025 ADOPTED COUNTY BUDGET AS IT PERTAINS TO THE DEPARTMENT OF COMMUNITY & FAMILY SERVICES

APRIL 14, 2025