



Office of Children and Family Services

Andrew M. Cuomo
Governor

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Sheila J. Poole
Commissioner

Local Commissioners Memorandum

Transmittal:	20-OCFS-LCM-21
To:	Local District Commissioners
Issuing Division/Office:	Division of Administration, Bureau of Budget Management
Date:	December 31, 2020
Subject:	Raise the Age Public Safety Claiming
Contact Person(s):	See section V.
Attachments:	None

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to provide localities with claiming instructions for certain Raise the Age (RTA) public safety expenses made in State Fiscal Year (SFY) 2020-21.

There are no notable changes from the prior year's issuance of this LCM.

II. Background

Part WWW of Chapter 59 of the Laws of 2017 contains the provisions for the enacted RTA legislation. RTA raised the age of criminal responsibility to 18 years of age, in a phased-in manner over two years, and applies to youth who were

- 16 years old beginning October 1, 2018; and
- 17 years old beginning October 1, 2019.

Pursuant to Chapter 53 of the Laws of 2020, SFY 2020-21 appropriation authority is available for reimbursement of eligible RTA claims, provided the provisions of the laws and SFY 2020-21 claiming deadlines are met. The appropriation includes a provision that allows the state to reimburse localities that meet eligibility criteria for 100 percent of the incremental costs for RTA, net of federal. To be eligible for reimbursement, the appropriation requires that a locality submit a Comprehensive Fiscal Plan for RTA to the New York State Office of Children and Family Services (OCFS) and the New York State

Division of Criminal Justice Services that identifies anticipated, eligible incremental RTA-related costs. The Comprehensive Fiscal Plan for RTA must be submitted to and approved by the state Division of the Budget (DOB) for an eligible locality to be reimbursed for 100 percent of its costs. A locality is deemed eligible if it meets the criteria set forth in State Finance Law §54-m. All subsequent claims submitted by an eligible locality, except costs where separate guidance has been provided, such as secure and specialized secure detention for non-provider counties and foster care costs reimbursed within the maximum state aid rate, must have been included in an eligible locality's DOB-approved Comprehensive Fiscal Plan for RTA. For eligible localities, 100 percent state reimbursement is available net of any federal funds for services and related expenses included in the locality's DOB-approved Comprehensive Fiscal Plan for RTA that are provided to RTA-eligible youth.

III. Program Implications

Counties are eligible to receive reimbursement for RTA public safety expenses included in their DOB-approved Comprehensive Fiscal Plan for RTA. The RTA public safety expenses referenced in this LCM are included in the "All Other – Public Safety"- instrument tab category of the *Final Approved Items – County Chart* included in the DOB-approval letter for the Comprehensive Fiscal Plan for RTA for the county.

IV. Claiming

DOB-approved "All Other" RTA expenditures must be separately identified and claimed through the RF-17 claim package for special project claiming. The costs must be identified as F17 functional costs and reported in the RF-2A claim package on the Schedule D, *DSS Administrative Expenses Allocation and Distribution by Function and Program* (LDSS-2347) in the F17 column. The individual project costs must also be reported under the project label "RTA Public Safety" on the LDSS-4975A, *RF17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs*.

Total project costs, including all costs regardless of state reimbursement, must be reported on the LDSS-4975, *Monthly Statement of Special Project Claims Federal and State Aid (RF-17)*. Please note that associated Central Services costs (previously known as A-87) are not reimbursable from state funds and, therefore, are 100 percent local share. Local districts' administrative costs are an allowable expense under this project and will be reimbursed at 100 percent state share up to the district's approved allocation from the DOB-approved Comprehensive Fiscal Plan for RTA. Salary and fringe benefit costs related to the "RTA Public Safety" program may be directly charged to the RF-17 claim package.

To receive reimbursement, eligible "All Other" public safety RTA expenditures for SFY 2020-21 must have been incurred between April 1, 2020, and March 31, 2021, as well as final accepted in the Automated Claiming System (ACS) by June 30, 2021.

Further instructions for completing the Schedule D and RF-17 claim package can be found in Chapters 7 and 18, respectively, of the *Fiscal Reference Manual (FRM)*, Volume 3. The FRMs are available online at <http://otda.state.nyenet/bfdm/finance/>.

V. Other

Fiscal questions regarding the RTA program should be directed to:

Shonna Clinton, Chief Budgeting Analyst, Bureau of Budget Management,
(518) 474-1361, Shonna.Clinton@ocfs.ny.gov

**Programmatic questions should be directed to the appropriate regional office,
Division of Child Welfare and Community Services:**

BRO – Amanda Darling, (716) 847-3145, Amanda.Darling@ocfs.ny.gov

RRO – Christopher Bruno, (585) 238-8549, 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) 801-3231, Sheletha.Chang@ocfs.ny.gov

NYCRO – Ronni Fuchs, (212) 383-1788, Ronni.Fuchs@ocfs.ny.gov

Automated Claiming System questions should be directed to:

Regions 1-5: Lauren Horn, (518) 474-7549, otda.sm.Field_Ops.I-IV@otda.ny.gov

Region 6: Michael Simon, (212) 961-8250, Michael.Simon@otda.ny.gov

/s/ Derek J. Holtzclaw

Issued by:

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