

NEW YORK STATE

DEPARTMENT OF SOCIAL SERVICES

40 NORTH PEARL STREET, ALBANY, NEW YORK 12243-0001

BRIAN J. WING

Commissioner

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

Transmittal No: 97 LCM-49

Date: August 12, 1997

Division: Management Support
and Quality
Improvement

TO: Local District Commissioners

SUBJECT: Local District Training CAP

ATTACHMENTS: SFY 1997 Training CAP Amount (not available on-line)

The 1997-98 State Budget continues the CAP on the amount of State funds available to support local district training activities. The CAP is set at \$5 million for the 1997-1998 fiscal year. The CAP amounts for 1997 remain at the same level as 1996. It does not affect the availability of federal funds.

Local districts use the D-6 local claims process for reimbursement of the State funds for training staff salaries, fringe benefits, other training, overhead expenses and the costs for local district contracts. Claiming instructions are contained in Chapter 13 of the Local District Cost Allocation - Manual Bulletin 143b.

In order to ensure that the State share be limited to the available amount, it has been necessary to allocate an amount to each district. The methodology used to determine the 1996 training CAP remained the same for 1997. The principles used to establish the CAP were developed using input from across the Department and from an Advisory Committee of local staff development personnel.

Use of any other claiming methodologies for training expenses requiring a State share such as the AC-92 voucher will be applied toward the training CAP. Costs allocated on the Schedule D-6 to the Low Income Day Care Program (for SFY 1996, this combines the At Risk, Low Income, and Child Care Development Block Grant day care programs) or the FSE&T 50% Federal 25% State share allocation are not counted toward the State share training cap. Costs allocated to the Title XX, Food Stamp Employment and Training - 100% and HEAP programs on the Schedule D-6 do not have a State share and therefore were not counted toward the amount to be allocated. Any claims that exceed the State share CAP will not be reimbursed. Districts will be reimbursed any applicable federal share.

Date: August 12, 1997

Trans. No. 97 LCM-49

Page No. 2

You will receive, via regular mail, a copy of this LCM, including your county's SFY 1997 training CAP amount.

If you have any questions about the fiscal impact of the CAP, please contact Roland Levie for Regions I-IV at 1-800-343-8859 (OA# FMS001) or Marvin Gold for Region V at 212-383-1733 (OA# OFM270). If you have questions about the programmatic impact of the CAP, please contact Bruce Muller at 518-474-5956 (OA# AY4200).

David P. Avenius
Deputy Commissioner
Division of Management Support
and Quality Improvement

cc: Staff Development Coordinators