



# ACS Provider Bulletin



Cross Divisional

Foster Care

Preventive

Juvenile Justice

Early Care and Education

Thursday, September 4, 2014

## Dear Provider Community:

This morning, over 10,000 four year olds embarked on a new and exciting chapter in their lives as they began pre-k at one of our EarlyLearn NYC centers. Because of your hard work in recruiting families, our children will have the opportunity to receive a high-quality pre-kindergarten education in a safe, secure environment.

I want to thank our EarlyLearn NYC providers who worked tirelessly with our staff in the Division of Early Care and Education (ECE) to help ensure as many of the City's most vulnerable children have a seat in one of our programs. I know that there is still much work to do to ensure that we are at full capacity, and I encourage you to continue to work with ECE staff to recruit families wherever we have vacancies.

We are committed to supporting you in this effort, and encourage you to reach out to ECE staff for guidance whenever necessary. I wish for everyone, including our children and families, a successful school year.

Gladys Carrión, Esq.  
Commissioner

## Cross Divisional

### Dads Take Your Child to School (DTYCTS) Day Kick-Off

New York City celebrates Dads Take Your Child to School (DTYCTS) Day on September 16, 2014. Commissioner Gladys Carrión encourages all ACS and provider agency staff to share this information with families and encourage fathers to take their child to school on DTYCTS Day. To learn more about participation in DTYCTS Day, join the Responsible Fatherhood Coalition for the kick-off event on Friday, September 12, 2014, 2:00 p.m. to 4:30 p.m. at the Children's Aid Society, 14-32 West 118 Street (between Lenox & 5th Avenues), New York, NY 10026. [Click on this link to read a letter from Commissioner Carrión about activities for DTYCTS Day 2014.](#)

For more information on DTYCTS Day 2014, [go to the ACS website](#), or contact Melvin Alston, at [Melvin.Alston@acs.nyc.gov](mailto:Melvin.Alston@acs.nyc.gov) or call 212.341.3162.

### Electronic Billing Application for Special Payment Invoicing

ACS expects to begin implementation of an electronic Foster Care Special Payments billing application in October 2015 for all foster care provider agencies. ACS Payment Services will be sending out more detailed information to all Chief Executive Officers and Chief Financial Officers shortly. The information will include an application guide and how to submit your electronic invoice. Your staff will need to have access to the Contract Agency Remote Access (CARA) in order to use the web based application.

Please note that Foster Care Special Payments for Fiscal Year 2014 (FY14) should continue to be submitted via paper invoicing. All invoices for FY14 should be submitted no later than September 30th, 2014.

For any questions, please contact Ron Kuch at [Ronald.Kuch@acs.nyc.gov](mailto:Ronald.Kuch@acs.nyc.gov) or Ray Torres at [Raymond.Torres@acs.nyc.gov](mailto:Raymond.Torres@acs.nyc.gov).

### New York Nonprofit Revitalization Act

The New York Nonprofit Revitalization Act of 2013 (NRA) went into effect July 1, 2014. Nonprofit and charitable organizations will need to review existing internal controls, by-laws, policies, and committee charters, if any, to ensure that the changes introduced by the Act are appropriately implemented. The NRA brings reform in two main areas: enhancing oversight and reducing outdated burdens on nonprofits. A link to the bill can be found here: <http://open.nysenate.gov/legislation/bill/S6249-2013>

The changes include, but are not limited to:

- Nonprofits must have a conflict of interest policy;
- in some circumstances whistleblower policies must be adopted;
- independent Board leadership is required--any employee of a not-for-profit corporation is prohibited from serving as chair of the corporation's board;
- new restrictions on related party transactions;
- requirements for audit committees and independent auditors.

Additionally, any director, officer or key employee who proposes to loan money to their own agency may not participate in deliberations or voting relating to the loan including related terms and repayment thereof; provided that the director, officer or key employee may be asked to present information concerning the related party transaction at a board or committee meeting prior to the commencement of deliberations or voting relating thereto. See generally NFP 715 Interested Directors and Officers. Please contact your attorney to make sure you are complying with this new law.

### FY15 Preventive Scorecard Methodology and PAMS Review Definitions

The Division of Policy, Planning and Measurement is pleased to release the final FY15 Preventive Scorecard Methodology

### [Dads Take Your Child To School \(DTYCTS\) Day Kick-Off](#)

Join the Responsible Fatherhood Coalition, for the kick-off event for

Dads Take Your Child to School (DTYCTS) Day,  
September 16, 2014.

**Friday, September 12, 2014  
2:00 p.m. to 4:30 p.m.**

at the  
Children's Aid Society  
14-32 West 118 Street, (Between Lenox & 5th  
Avenues)  
New York, NY 10026

For more information, contact Melvin Alston, at  
[Melvin.alston@acs.nyc.gov](mailto:Melvin.alston@acs.nyc.gov)

[Download the event flyer](#)

### [Free Legal Services for Immigrant Youth](#)

Download the flyer - [English](#), [Arabic](#), [Spanish](#)

### JOIN OUR MAILING LIST

[Click here to send a new name and email address](#)

### FEEDBACK

[Click here to share comments and feedback about the bulletin](#)

Archived Bulletins

and PAMS Review Definitions.

As a result of your provider feedback, there have been some adjustments made to the Scorecard Methodology and PAMS Review Definitions. Please click on the links below for more details.

- [Cover Memo Outlining Adjustments](#)
- [FY15 Preventive Scorecard Methodology](#)
- [PAMS Definitions Document](#)

#### Free Books for Children and Youth!

ACS is teaming up with First Book to help get brand-new books into the hands of children in need across New York City. ACS is encouraging all individuals and organizations to sign up with First Book today to gain ongoing access to new books and resources for ages 0-18, and help us spread the joy of reading to ALL children across the New York City area! [Click on this link to learn how to sign up now!](#)

#### Apply Now for Elementary & Middle School Afterschool Programs For Your Child

This year, there are more programs available than ever before. The City has invested \$145 million to increase afterschool for middle school students across the five boroughs. This means schools across the City are offering afterschool programming right in your neighborhood—and for the first time ever, the overwhelming majority of public middle schools will have high-quality afterschool programs on site. Programs start September 8 and run throughout the school year.

From volleyball and hip-hop dance to cooking classes and computer and graphic design courses, there's an afterschool program available right in your neighborhood—and [you can start applying now](#). Afterschool programs are:

- No cost to you
- Five days a week

Click here: <http://www.nyc.gov/afterschool> to apply for an elementary or middle school afterschool program for your child. Please encourage the families you work with to sign up their children now. Share the news on [Twitter](#) and [Facebook](#).

#### Child Safety Materials Available

The ACS Office of Communications has child safety materials available including the following posters, pamphlets and brochures:

- [Prevent Child Abuse](#)
- [Babies Sleep Safest Alone](#)
- [Recognizing and Reporting Child Abuse](#)

These materials are in English and Spanish with limited availability in Creole, Korean, Russian and Chinese. We encourage child care facilities, child welfare and community organizations to e-mail [pressoffice.acs@acs.nyc.gov](mailto:pressoffice.acs@acs.nyc.gov) call 212-341-0999 to request copies.

#### Foster Care

##### Emergency Financial Assistance for Foster Care College Students

The Charles Evans Emergency Educational Fund is set up to help youth who were formerly involved in the foster care system in New York City, ages 21-25, to complete or further their studies or educational endeavors. The Fund provides *one-time* emergency financial assistance to full/part time college students who are faced with an unexpected financial emergency that would prevent them from continuing their education without interruption. The Fund is not intended to be used for routine expenses or as a consistent supplement to a student's educational funding source. Requests must be urgent in nature. Youth can [click on this link for the application](#) or go to [www.newyorkersforchildren.org](http://www.newyorkersforchildren.org), or contact Phyllis Brodsky, Office for Child and Youth Initiatives, at (212) 341-3318 or [phyllis.brodsky@acs.nyc.gov](mailto:phyllis.brodsky@acs.nyc.gov).

##### High School Goal Weekend – Register Students and Volunteer

NYC Administration for Children's Services and the NYC Department of Education are hosting High School Goal Weekend on September 20 and 21, at Brooklyn Technical High School, 29 Fort Greene Place in Downtown Brooklyn. This event is an opportunity for 7th and 8th graders currently in foster care or recently adopted to get VIP access to the Citywide High School Fair, learn about the High School Admissions process, and receive one-on-one attention and assistance with completing the required application due on December 2, 2014! [Students who want to participate must register online at the ACS website.](#)

We are looking for adult volunteers to help 7th and 8th graders learn about the various High School choices in New York City and guide them in selecting the right High Schools for them. Mandatory volunteer orientations will be held at ACS Central Office, 150 William Street, 19th Floor, New York, NY 10038. For more information, please contact Odessa Brown at 212-341-0925 or via email at [HighSchoolGoal@acs.nyc.gov](mailto:HighSchoolGoal@acs.nyc.gov) [Click here to download the volunteer application.](#)

#### Preventive Services

There are no Preventive Services announcements in this edition.

#### Juvenile Justice

There are no Juvenile Justice announcements in this edition.

#### Early Care and Education

##### Welcome EarlyLearn NYC Families

With the first day of school on Thursday, September 4, the Division of Early Care & Education drafted a welcome letter for you to share with your families. Please make sure to distribute this letter to each of your sites so they can be personalized with

your contact information and hours of services as well as any special programming you offer at your site (music, dual language learning, special needs services, etc). While this letter is intended for pre-k families, please feel free to use it for families of your younger children as well. We also encourage you to translate this letter for your families as you find appropriate. Further, we understand that your site(s) may have their own letter; therefore, this letter may be used a guide. [Please click on this link to download the sample letter.](#)

We appreciate all of the hard work you have done over the summer to ensure the city's most vulnerable children have a safe and nurturing learning environment. Please continue to contact us at [earlycare&education@acs.nyc.gov](mailto:earlycare&education@acs.nyc.gov) for any additional support you need for 2014-2015 school year.

#### **Pre-K Enrollment Initiative**

Enrolling "pre-k only" children into child care seats at your child care and dual eligible *EarlyLearn NYC* programs can help fill vacancies towards your pre-k target. Please note, this does not apply to seats that are solely Head Start funded.

**This is a time limited enrollment initiative until September 30, 2014.**

Enrolling "pre-k only" children will help you reach your pre-k target, ensure all children born in 2010 receive quality services, and provide reimbursement to you for what would have been vacant non-reimbursable seat(s). **If you have any questions or need support from ACS, please send an email to Alyson Grant at [alyson.grant@acs.nyc.gov](mailto:alyson.grant@acs.nyc.gov) or call her at 212.393.5103.** Please click on the links below to read more about this initiative.

[Letter from Associate Commissioner Maria Benejan](#)

[Q&A on Enrollment of Non-Eligible Pre-K Only Children](#)

[Community-Based Early Childhood Center \(CBECC\) Universal Pre-Kindergarten \(UPK\) Application for The 2014-2015 School Year \(DOE\)](#)

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