



JOEL I. KLEIN, *Chancellor*

OFFICE OF THE CHIEF FINANCIAL OFFICER  
52 Chambers Street, New York, NY 10007

## **SCHOOL ALLOCATION MEMORANDUM NO. 50, FY09 *REVISED***

**DATE:** January 9, 2008

**TO:** **COMMUNITY SUPERINTENDENTS, INTEGRATED SERVICE CENTERS  
AND SCHOOL PRINCIPALS**

**FROM:** Susan Olds, Executive Budget Director

**SUBJECT:** **SUBSTANCE ABUSE AND VIOLENCE PREVENTION/INTERVENTION  
PROGRAM ALLOCATIONS**

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This memorandum presents resource allocations supporting substance abuse and violence prevention programs administered by the Office of School and Youth Development, the Integrated Service Centers, the Children First Network, and school Principals. The venture is divided into two funding streams:

- New York State Office of Alcoholism and Substance Abuse Services (OASAS), including state, required local match, and private funds.
- Federal Title IV Safe and Drug Free Schools and Communities Act (SDFSCA).

### **SAPIS**

In order to target the needs of individual schools, Substance Abuse Prevention and Intervention Specialists ("SAPIS") that are assigned to a school full time will continue to report directly to the Principal. Itinerant and Level 3 SAPIS workers will be managed by the Integrated Service Centers in conjunction with the Children First Network.

The SAPIS worker will be responsible for providing violence and drug prevention and intervention services to the students at the school to which he or she is assigned. The SAPIS worker will provide students with prevention services which include, but are not limited to: individual, group, family and crisis counseling; classroom presentations; peer programming; social skills groups; and, where necessary, referrals for professional services.

If your school did not receive SAPIS services, but you would like to request services, you may contact the Integrated Service Center in your borough or Children First Network. New requests for services will be reviewed based on available resources and school need.

### **OTPS FUNDS**

To support program services, schools receive \$1,000 for Other Than Personnel Services (OTPS) for each SAPIS on their table of organization and budget. These funds are included in the total school SAPIS allocation. SAPIS workers will submit spending plans to their Principals for approval.

## **TIME KEEPING**

Because SAPIS positions are included on the actual school's table of organization and budget and are under the Principal's supervision, the time keeping will need to be maintained at the assigned school.

## **HIRING**

Concerning the hiring of SAPIS, postings for positions will need to be done on a district basis. The Integrated Service Centers (ISCs) or Children First Network (CFN) will work with each Principal to hire new staff to fill vacancies at the school level.

## **STATE OASAS**

**The New York State Office of Alcoholism and Substance Abuse Services (OASAS) recently implemented a mid-year budget reduction of \$3.1 Million.** OASAS primarily funds school-based positions, the Substance Abuse Prevention and Intervention Specialists (SAPIS). Funding for vacancies and unspent OTPS will be used to offset the mid-year State cut. In addition, \$1.07M of OASAS funds that currently supports SAPIS positions will be swapped with Title IV Funding.

The \$3.1M reduction to the initial OASAS Substance Abuse allocation was placed in the transfer utility allocation category "[OASAS SUB ABUSE](#)".

## **FEDERAL Title IV SDFSCA**

The federal Title IV SDFSCA funds were allocated by district to align with payroll. Services are provided to schools based on the following criteria:

- a review of school incident data, attendance rates, and the social/emotional needs of students;
- request for services from the principal; and /or
- designation as persistently dangerous or impact.

In light of the OASAS budget reduction, additional Title IV resources will be provided to support salary costs for SAPIS currently on payroll. Allotments were placed in the transfer utility allocation category "[Title IV Drug Free](#)".

ISC/CFN staff should work with the Senior Youth Development Directors and Network Leaders and Principals when scheduling resources.

## **Federal Title IV Program and Fiscal Year Overlap**

The Federal Title IV program runs from September 1, 2008 to August 31, 2009. This overlaps the fiscal year which began on July 1, 2008 and ends on June 30, 2009. Because of this overlap, actions need to be taken for the summer months to ensure that staff and budgets are appropriately charged. Here are the actions that need to take place.

1. July 1, 2008 to August 31, 2008: FY08 Title IV funds that were de-obligated in April/May 2008 are re-obligated and carried-over to fund salaries and summer '08 programs (FY09 budget).

2. September 1, 2008 to June 30, 2009: Current year, FY09, allocations presented in this memorandum support positions scheduled at 10 months. Schedule each 12 month H-Bank position as one 10-month position plus one two-month vacancy (to cover summer).
3. April/May 2009: De-obligate Title IV funds scheduled for two-month vacancies and re-obligate the funds once FY10 opens.
4. July 1, 2009 to August 31, 2009: Re-obligate current year, FY09, allocations presented in this memorandum for carry-over for the summer (FY10 budget) to support two months of position plus other summer program costs.

**TABLE 1**  
**Transfer Utility - Allocation by ISC**

<b>Location</b>	<b>ISC</b>	<b>Title IV</b>	<b>OASAS</b>	<b>OASAS Budget Reduction</b>	<b>Additional Title IV Funds</b>	<b>Revised OASAS</b>	<b>Revised Title IV</b>
96MTUA	ISC - A	\$1,374,772	\$3,641,945	(\$71,268)	\$14,698	\$3,570,677	\$1,389,470
96XTUB	ISC - B	\$2,010,851	\$5,230,353	(\$845,717)	\$259,228	\$4,384,636	\$2,270,079
96KTUC	ISC - C	\$1,377,253	\$3,582,311	(\$921,194)	\$189,987	\$2,661,117	\$1,567,240
96QTUD	ISC - D	\$2,277,342	\$5,777,843	(\$846,581)	\$174,599	\$4,931,262	\$2,451,941
96RTUE	ISC - E	\$1,918,788	\$5,154,176	(\$120,433)	\$190,377	\$5,033,743	\$2,109,165
96CHTU	CFN	\$315,799	\$782,463	(\$157,880)	\$32,561	\$624,583	\$348,360
<b>Grand Total</b>		<b>\$9,274,805</b>	<b>\$24,169,091</b>	<b>(\$2,963,073)</b>	<b>\$861,450</b>	<b>\$21,206,018</b>	<b>\$10,136,255</b>

SO:bg

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**TABLE 2**  
**Preliminary SPENDING PLAN for SUBSTANCE ABUSE**  
**PREVENTION/INTERVENTION PROGRAMS**

	FY08	FY09	State Reduction as of Jan 2009	Revised FY09	Change FY08 vs Revised FY09
<b>OASAS</b>					
State Revenue	\$21,071,690	\$22,077,079	(\$3,100,000)	\$18,977,079	(\$2,094,611)
Less: Special Grants/Pass Thru	685,393	685,393	0	\$685,393	\$0
Less: Prof Devel/Training	191,586	0	0	\$0	(\$191,586)
Less: One-Time Adj	0	0	0	\$0	\$0
Less: DOHMH Pass Thru	0	521,837	0	\$521,837	\$521,837
<b>Net State Funds Available</b>	<b>\$20,194,711</b>	<b>\$20,869,849</b>	<b>(\$3,100,000)</b>	<b>\$17,769,849</b>	<b>(\$2,424,862)</b>
City Match	\$5,484,225	\$5,484,225	\$0	\$5,484,225	0
D.24 Student Assist Prg CityCouncil	59,535	59,535	-	59,535	-
<b>Net City Available</b>	<b>\$5,424,690</b>	<b>\$5,424,690</b>	<b>\$0</b>	<b>\$5,424,690</b>	<b>\$0</b>
<b>Private Grants</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$200,000</b>	<b>\$0</b>
<b>Total Available for Allocation</b>	<b>\$25,819,401</b>	<b>\$26,494,539</b>	<b>(\$3,100,000)</b>	<b>\$23,394,539</b>	<b>(\$2,424,862)</b>
District 96 - Content Experts	2,014,900	1,936,930	(68,210)	1,868,720	(146,180)
Children First Network	-	159,499	(11)	159,488	159,488
Reserve for District 60 - Staff	206,950	229,019	(68,706)	160,313	(46,637)
<b>Amount Avail. To Schools</b>	<b>\$23,597,551</b>	<b>\$24,169,091</b>	<b>(\$2,963,073)</b>	<b>\$21,206,018</b>	<b>(\$2,391,533)</b>
<b>Federal Title IV</b>					
	\$11,162,367	\$11,298,438	\$0	\$11,298,438	\$136,071
Estimated Public	8,719,847	8,802,700	-	8,802,700	82,853
Estimated NonPublic	2,442,520	2,495,738	-	2,495,738	53,218
Central Dist. 60	\$1,061,000	\$200,000	\$0	\$200,000	(\$861,000)
District 96	\$815,892	\$0	\$0	\$0	(\$815,892)
Sub-Total	6,842,955	8,602,700	-	8,602,700	1,759,745
Anticipated Regular Carryover	2,781,189	2,790,592	-	2,790,592	9,403
Less: Additional Support - SubAbuse Alloc	1,479,297	-	-	-	(1,479,297)
Less: Safe School Initiative	-	1,830,968	-	1,054,325	1,054,325
Net Available Regular Carryover	1,301,892	959,624	0	1,736,267	434,375
SubTotal	8,144,847	9,562,324	-	10,338,967	2,194,120
Set aside for Indirect cost	159,703	287,519	-	310,871	151,168
Available for Allocation	<b>\$7,985,144</b>	<b>\$9,274,805</b>	<b>\$0</b>	<b>\$10,028,096</b>	<b>\$2,042,952</b>
Excess Carryover	\$3,484,730	\$0	\$0	\$1,683,363	(\$1,801,367)
Less: Additional Support - SubAbuse Alloc	44,667	-	-	84,807	\$40,140
Less: Persistently Dangerous Schools	3,360,903	-	-	-	(\$3,360,903)
Less: Safe School Initiative	-	-	-	776,643	\$776,643
Net Available Excess Carryover	79,160	-	-	821,913	742,753
Set aside for Indirect cost	61,760	-	-	24,713	(\$37,047)
Available for Allocation	<b>\$17,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$797,200</b>	<b>\$779,800</b>

**TABLE 3**  
***SUBSTANCE ABUSE PREVENTION ALLOCATION -- PASS THROUGHS***

<b>ISC</b>	<b>District</b>	<b>Location</b>	<b>Amount</b>	<b>Allocation Category</b>	<b>Fund Source</b>
Manhattan ISC	4	04MS04	\$80,000	OASAS County Initiative Prevention	SUBSTANCE ABUSE 90 9
Manhattan ISC	4	04MS04	\$44,522	THE GATEWAY DRUG PROGRAM	OASAS 24 9
Bronx ISC	12	12XS12	\$44,522	THE GATEWAY DRUG PROGRAM	OASAS 24 9
Brooklyn ISC	19	19KS19	\$55,253	THE GATEWAY DRUG PROGRAM	OASAS 24 9
Queens ISC	24	24QS24	\$67,212	OASAS Student Assistance Pgm	SUBSTANCE ABUSE 93 9
Queens ISC	24	24QS24	\$59,535	Student Assistance Pgm (City Council)	SUBSTANCE ABUSE 96 9
Queens ISC	25	25QS25	\$52,069	C.O.S.A Drug Abuse Program	SUBSTANCE ABUSE 95 9
Queens ISC	25	25QS25	\$95,325	OASAS School Based Initiative	SUBSTANCE ABUSE 94 9
Queens ISC	25	25QS25	\$186,098	EARLY INTERVENTION ALCOHOL/PROJECT	OASAS 26 9
Queens ISC	26	26QS26	\$80,000	OASAS County Initiative Prevention	SUBSTANCE ABUSE 90 9
Queens ISC	28	28QS28	\$51,250	OASAS County Initiative Prevention	SUBSTANCE ABUSE 90 9
Queens ISC	29	29QS29	\$189,851	OASAS Anti Drug Initiative Pgm	SUBSTANCE ABUSE 92 9
Queens ISC	29	29QS29	\$86,999	PROJECT YOUTH EVENING PROGRAM	OASAS 27 9
Staten Island ISC	22	22KS22	\$104,443	EASY DOES IT	OASAS 25 9
Staten Island ISC	20	20KS20	\$69,686	OASAS County Initiative Prevention	SUBSTANCE ABUSE 90 9
<b>TOTAL</b>			<u><u>\$1,266,765</u></u>		