



Redlich Horwitz Foundation

February 1, 2021

Dear Commissioner Manning,

The Redlich Horwitz Foundation ("the Foundation") is pleased to award Albany County Department for Children, Youth and Families ("the Grantee" or "you"), a local district of social services and a governmental entity, with a grant of \$10,000 to support your continued implementation of strategies and practices to strengthen your county's readiness to implement the federal Family First Prevention Services Act ("Family First") in calendar year 2021. We are awarding these funds allocated as follows:

- \$10,000 to cover the costs of technology needs for your Triage Team and Congregate Care Review Team and to cover additional support for kinship homes to become certified.
- Continued technical assistance from James Czarniak (number of hours TBD with forthcoming letter)

Along with the attached Letter of Acceptance, we ask that you submit to us a single paragraph describing how these proposed expenses will directly advance your progress towards your Family First goals and also a short budget outlining the specific expenses projected. **Please submit the Letter of Acceptance to Sarah Chiles (schiles@rhfdn.org) and Anthony Fermin (afermin@rhfdn.org) no later than February 8, 2021.**

In addition, the Foundation will provide Grantee with the opportunity to identify two to three staff to participate in the RHF Congregate Care Reduction Cohort. The selection of those staff members is solely within Grantee's discretion. There does not exist an agreement, oral or written, whereby the Foundation may cause the Grantee to select any particular staff member. You will receive an email shortly with more information about this Cohort, with meetings scheduled to begin in March.

The Foundation will also invite your staff to participate in several optional remote trainings over the course of this year, to include prevention planning, fiscal modeling and service contract development. The Foundation is interested in continuing to support the development of tools, templates and resources your district can use, and we will keep our website, FamilyFirstNY.org, updated with the latest resources that have been developed for the Family First Readiness initiative.

This grant is made for the purpose outlined in Grantee's submitted application and in the attached Letter of Acceptance and may not be expended for any other purpose without the Foundation's prior written approval. Please note that for any portion of the grant unexpended at the completion of the project or the end of the calendar year period, a written no-cost extension shall be submitted to the Foundation prior to December 31, 2021, or the unexpended funds shall be returned to the Foundation.

It is understood that you will not use grant funds to intervene in any election or support or oppose any political party or candidate for public office or engage in any lobbying not permitted by IRC section 501(c)(3) or, if applicable, IRC sections 501(h) and 4911. This grant is not in any way



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earmarked to support or carry on any legislative lobbying or voter registration drive within the meaning of IRC section 4945. Grantee hereby reaffirms that the project's current budget, attached to this grant agreement, accurately reflects a prohibition on using grant funds to engage in legislative lobbying or voter registration in Grantee's current fiscal year.

The Foundation reserves the right to discontinue, modify or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if such action is necessary: (1) because you have not fully complied with the terms and conditions of this grant; (2) to protect the purpose and objectives of the grant or any other charitable activities of the Foundation; or (3) to comply with the requirements of any law or regulation applicable to your district, the Foundation, or this grant.

At the conclusion of the calendar year, you will be expected to participate in an end-of-year survey or call with the Foundation to share the results of this work and how these grant funds made an impact in your district. You may also be asked to participate in

In order to accept this award, please sign the attached Letter of Acceptance below and return it to Anthony Fermin at afermin@rhfdn.org and Sarah Chiles at schiles@rhfdn.org by February 8, 2021.

Thank you for your continued commitment to successful Family First implementation. The Foundation is looking forward to our continued partnership.

Sincerely,

Sarah K. Chiles
Executive Director



Redlich Horwitz Foundation

Letter of Acceptance of RHF Grant and Technical Assistance Award

To be submitted no later than February 8, 2021 to Sarah Chiles (schiles@rhfdn.org) and Anthony Fermin (afermin@rhfdn.org).

Dear Redlich Horwitz Foundation,

Albany County Department for Children, Youth and Families ("the Grantee" or "our district") hereby acknowledges its acceptance of \$ 10,000 in funding from the Redlich Horwitz Foundation ("the Foundation") to cover costs associated with the implementation of Family First.

- This funding will support ongoing technology needs for both the triage team and congregate care review teams to work off site and to access case data and tableau data to assist in the performance of the work. In addition funds are also to be used to support additional training of kinship homes to support approval and emergency certifications.
- The breakdown of the technology purchase for the Triage Unit are as follows: \$3,622.10 of the funds will be used to purchase a Dell laptop computer which is estimated at \$847.15 this will include the laptop docking station and carrying case. We plan to purchase 2 surface pros at \$818.99 each; a pen at \$79.00 each and electrical cord at \$89.99 each for a total of \$1975.96. Lastly we plan to purchase an IPAD estimated at \$749.00 and pen for \$49.99 the
- The Remain funds \$6,377.90 will be utilized to provide supports for kinship and foster families, to provide training to kinship/foster homes, to support the approval and emergency certifications of the foster homes. These funds will also assist in our foster care recruitment efforts.

Grantee commits to actively participate in our assigned Congregate Care Reduction Cohort and Redlich Horwitz Foundation-offered remote workshops to continue building our team's skills and sharing best practices and lessons learned with our peer counties. Further, Grantee commits to continuing to implement the strategies we have selected to help us achieve our Family First Readiness goals.

As part of our 2021 participation in the Family First Readiness initiative, Grantee agrees to the following:

1. We will identify a lead staff person to be the primary point of contact for the Foundation and our Family First Readiness consultant, James Czarniak.
2. We will commit to continuing our district's Family First Implementation Team meetings and using our work plan to track our completion of work.
3. We will identify 2-3 staff members to participate in the Congregate Care Reduction Cohort. We acknowledge that the selection of those staff members is solely within our discretion, and there does not exist an agreement, oral or written, whereby the Foundation may cause the selection any particular staff member.
4. We will keep a record of expenditures relating to this grant and provide those records to the Redlich Horwitz Foundation upon reasonable request.



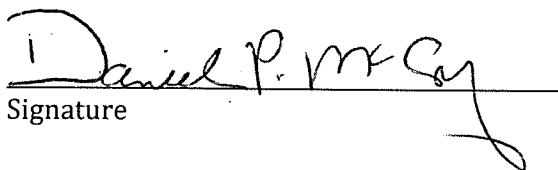
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5. We will keep Redlich Horwitz Foundation apprised of our progress throughout the grant term. We will participate in a year-end survey and call with the Redlich Horwitz Foundation to review our district's progress related to this effort and our achievement of initiative milestones, outcomes and Family First Readiness goals.
6. We understand this grant is made for the purposes outlined in our Family First Readiness Year Three grant application, which we submitted electronically, and the attached award letter. We will not expend these funds for any other purpose without the Redlich Horwitz Foundation's prior written approval.
7. We agree to return any grant funds unexpended by December 31, 2021, to the Redlich Horwitz Foundation or to submit a written request for a no-cost extension.

Grantee has identified the following staff to participate in the Congregate Care Reduction Cohort:

Name	Title	Email Address
Michelle Dowe	Director of Services	Michelle.dowe@albanycountyny.gov
Patricia Mantey	Supervisor A	Patricia.mantey@albanycountyny.gov
Ashanta Harris	Supervisor A	Ashanta.harris@albanycountyny.gov

Signed,


Signature

2/12/2021
Date

Daniel P. McCoy
County Executive

or

Daniel C. Lynch
Deputy County Executive