



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-5409, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Contract Authorization for Social Services:

Contract Authorization for Social Services w/Cornell Cooperative Extension for Home Energy Assistance Program (HEAP).

Date: 5/6/24
Submitted By: Margaret Skarlis
Department: Social Services - Accounting
Title: Contract Administrator
Phone: 518-477-7583
Department Rep.
Attending Meeting: Michele G. McClave, Commissioner

Purpose of Request:

- Adopting of Local Law
- Amendment of Prior Legislation
- Approval/Adoption of Plan/Procedure
- Bond Approval
- Budget Amendment
- Contract Authorization
- Countywide Services
- Environmental Impact/SEQR
- Home Rule Request
- Property Conveyance
- Other: (state if not listed) [Click or tap here to enter text.](#)

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- Contractual
- Equipment
- Fringe
- Personnel

- Personnel Non-Individual
- Revenue

Increase Account/Line No.: Click or tap here to enter text.
Source of Funds: Click or tap here to enter text.
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- Change Order/Contract Amendment
- Purchase (Equipment/Supplies)
- Lease (Equipment/Supplies)
- Requirements
- Professional Services
- Education/Training
- Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- Settlement of a Claim
- Release of Liability
- Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):

Cornell Cooperative Extension of Albany County
P.O. Box 497, 24 Martin Road, Voorheesville, NY 12186

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: Click or tap here to enter text.

Scope of Services: Provide Home Energy Assistance Program (HEAP) outreach and certification services to low-income residents in Albany County, especially elderly and handicapped individuals. Service to include the preparation and review of all mail-in applications.

Bond Res. No.: Click or tap here to enter text.

Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes No

If Mandated Cite Authority: 18 NYCRR 393.3: Home Energy Assistance Program - OTDA

Is there a Fiscal Impact: Yes No
Anticipated in Current Budget: Yes No

County Budget Accounts:

Revenue Account and Line: AA6010 04610
Revenue Amount: \$35,200.00

Appropriation Account and Line: AA6010 44046
Appropriation Amount: \$180,000.00

Source of Funding - (Percentages)

Federal: 20%
State: 0
County: 80%
Local: 0

Original Awarding Agency / Funder:

OTDA

New York State Pass-Through Agency (if applicable):

NA

Term

Term: (Start and end date) 10/1/2024-9/30/2025
Length of Contract: 12 months

Impact on Pending Litigation

Yes No
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: 325
Date of Adoption: 08/14/23

Justification: (state briefly why legislative action is requested)

During the next contract period CCE, will bring HEAP benefits to eligible Albany County residents, prioritizing families, senior citizens, individuals living with disabilities, and other vulnerable populations. CCE will collaborate with local agencies (e.g., Town of Bethlehem Senior Services, Cohoes Multi-Service Senior Center, Town of Colonie Senior Resources, Hilltown Resource Center, National Grid, RCS Community Library, Town of Rensselaerville, Watervliet Senior Center) to maximize reach and utilization of HEAP benefits.

CCE will be open full time to the public at the main office (Voorheesville NY 12186) and Albany office to field phone calls, receive/review HEAP applications (via mail and in person), and help applicants to complete the necessary documentation prior to forwarding to ACDSS for final review.

CCE will continue to 1) schedule and participate in outreach events throughout Albany County, including, but not limited to Cohoes, Colonie, Delmar, Ravena, Rensselaerville, Watervliet and Westerlo; 2) use the DSS website and social media to advertise HEAP guidelines, eligibility criteria and all other pertinent information; and 3) identify new outreach

locations.

CCE will also conduct home visits for individuals experiencing emergency situations and/or who are unable to come to the office, and work with the County's home delivery meal providers to share informational flyers to their meal recipients.