



# County of Albany

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

## Legislation Text

File #: TMP-6657, Version: 1

### REQUEST FOR LEGISLATIVE ACTION

#### Description (e.g., Contract Authorization for Information Services):

Authorizing an Agreement with Cornell Cooperative Extension to Provide Services related to the Home Energy Assistance Program for Low-Income Residents of Albany County ..body

Date: 07/01/2025  
Department: Social Services  
Attending Meeting: Erin M. Stachewicz  
Submitted By: Margaret Watson Skarlis  
Title: Contract Administrator  
Phone: 518-447-7583

Purpose of Request: Contract Authorization Enter text.

### CONTRACT TERMS/CONDITIONS:

#### Party Names and Addresses:

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

Term: (Start/end date or duration) 10/01/2025-09/30/2026  
Amount/Raise Schedule/Fee: \$180,000

### BUDGET INFORMATION:

Is there a Fiscal Impact: Yes ☒ No ☐  
Anticipated in Budget: Yes ☒ No ☐  
Spreadsheet attached: Yes ☐ No ☒

#### Source of Funding - (Percentages)

Federal: 20% County: 80%  
State: Enter text. Local: Enter text.

#### County Budget Accounts:

Revenue Account and Line: AA6010 04610  
Revenue Amount: \$36,000.00  
Appropriation Account and Line: AA6010 44046  
Appropriation Amount: \$180,000.00

### ADDITIONAL INFORMATION:

Mandated Program/Service:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If Mandated, Cite Authority:	18 NYCRR 393.3
Request for Bids / Proposals:	
Competitive Bidding Exempt:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
# of Response(s):	Enter text.
# of MWBE:	Enter text.
# of Veteran Business:	Enter text.
Bond Resolution No.:	Enter text.
Apprenticeship Program	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

**Previous requests for Identical or Similar Action:**

Resolution/Law Number and Date: 341 / 06.10.2024

**DESCRIPTION OF REQUEST:** (state briefly why legislative action is requested)

The Home Energy Assistance Program (HEAP) is federally funded, and in New York State, overseen by the Office of Temporary and Disability Assistance (OTDA). HEAP aims to alleviate the financial burden of heating and related costs for low-income households throughout Albany County.

The Department of Social Services (DSS) serves as the lead local agency responsible for HEAP outreach, certification, and payment services, and is encouraged by OTDA to maintain a local network and partner with a non-DSS site to share the responsibility of HEAP outreach and certification. Therefore, DSS requests authorization to contract with Cornell Cooperative Extension of Albany County (CCE) to assist with the provision of HEAP outreach and certification services to residents throughout Albany County.

Please see document attached with 2024-25 program statistics to date, as well as specific tasks to be carried out by CCE for the 2025-26 contract term.