

THE PUTNAM COUNTY LEGISLATURE

40 Gleneida Avenue
Carmel, New York 10512
(845) 808-1020 Fax (845) 808-1933

Amy E. Sayegh *Chairwoman*
Greg E. Ellner *Deputy Chair*
Diane Schonfeld *Clerk*



Nancy Montgomery Dist. 1
William Gouldman Dist. 2
Toni E. Addonizio Dist. 3
Laura E. Russo Dist. 4
Greg E. Ellner Dist. 5
Paul E. Jonke Dist. 6
Daniel G. Birmingham Dist. 7
Amy E. Sayegh Dist. 8
Erin L. Crowley Dist. 9

AGENDA
HEALTH, SOCIAL, EDUCATIONAL & ENVIRONMENTAL COMMITTEE MEETING
TO BE HELD IN
THE HISTORIC COURTHOUSE
CARMEL, NEW YORK 10512

Chairwoman Addonizio, Legislators Ellner & Russo

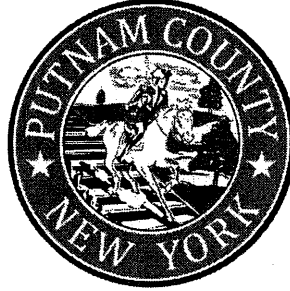
Thursday **6:00PM** **April 10, 2025**

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval – Budgetary Amendment 25A034 – Social Services – NYS Shelter Arrears Eviction Forestallment Allocation**
- 4. FYI – Youth Bureau – Governor’s Traffic Safety Committee – Highway Safety Grant**
- 5. Discussion – Think Differently Program – Health Department – Public Health Director Rian Rodriguez and Early Intervention & Preschool Supervisor Valerie Kurtz**
- 6. Other Business**
- 7. Adjournment**

cc: all
Health
A+A

Reso
#3

MICHAEL J. LEWIS
Commissioner of Finance



SHEILA BARRETT
First Deputy Commissioner of Finance

ALEXANDRA GORDON
Deputy Commissioner of Finance

DEPARTMENT OF FINANCE

MEMORANDUM

TO: Diane Schonfeld, Legislative Clerk
FROM: Michael J. Lewis, Commissioner of Finance – *MJL*
RE: **Budgetary Amendment –25A034**
DATE: April 3, 2025

2025 APR -4 AM 9:55
LEGISLATURE
PUTNAM COUNTY
CARNELNY

At the request of the Fiscal Manager at DSS and Mental Health, the following budgetary amendment is required.

GENERAL FUND

INCREASE APPROPRIATIONS:

10101000 54989 10231	MISCELLANEOUS	\$ 13,837.00
		\$ 13,837.00

INCREASE REVENUE:

10101000 436101 10231	ADM SOCIAL SERVICES	\$ 13,837.00
		\$ 13,837.00

2025 Fiscal Impact \$ 0

2026 Fiscal Impact \$ 0

Please refer to the attached memorandum from Fiscal Manager Wunner regarding this budgetary amendment.

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner




DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

April 3, 2025

TO: Michael Lewis, Commissioner of Finance

FROM:  Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: DSS 2025 Budgetary Amendment

Your approval is requested to amend the 2025 DSS budget to include Putnam's New York State Shelter Arrears Eviction Forestallment allocation (24-LCM-12) received from the Office of Temporary and Disability Assistance (OTDA) to provide vital shelter arrears assistance to help eligible households retain permanent housing. Allocations may be used to support obligations from October 1, 2024, through September 30, 2025, and must be claimed by February 13, 2026.

Increase Estimated Revenue:

10101000	SS PROG ADMN INC MAINT	
436101	ADM SOCIAL SERVICES	\$13,837
10231	NYS SHELTER ARREARS EVICTION FOREST	
	Total Estimated Revenues	\$13,837

Increase Appropriations:

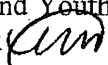
10101000	SS PROG ADMN INC MAINT	
54989	MISCELLANEOUS	\$13,837
10231	NYS SHELTER ARREARS EVICTION FOREST	
	Total Appropriations	\$13,837

Fiscal Impact (25) - 0 -
Fiscal Impact (26) - 0 -

Thank you for your time and consideration of this request.

Attachments:

24-LCM-12 New York State Shelter Arrears Eviction Forestallment (SAEF) Program

cc: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau
Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau 

DONALD B. SMITH COUNTY GOVERNMENT CAMPUS ~ BLDG. #1
110 OLD ROUTE SIX ~ CARMEL, NEW YORK 10512 (845) 808-1500 FAX (845) 225-8635
MEDICAID UNIT FAX (845) 225-0947
YOUTH BUREAU (845) 808-1600



Local Commissioners Memorandum

Section 1

Table with 2 columns: Field (Transmittal, To, Issuing Division/Office, Date, Subject, Contact Person(s), Attachments) and Value (24-LCM-12, Social Services District Commissioners, Employment and Income Support Programs, September 18, 2024, New York State Shelter Arrears Eviction Forestallment (SAEF) Program, Temporary Assistance Bureau: 518-474-9344 or tabureau@otda.ny.gov, Attachment A – 2024-2025 Shelter Arrears Eviction Forestallment Program Allocations)

Section 2

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to inform social services districts (districts) of the New York State Shelter Arrears Eviction Forestallment (SAEF) program and to provide 2024-2025 SAEF program allocations and general program guidance. Consistent with the governing appropriation, allocations are available for all districts other than New York City.

II. Background

The New York State Fiscal Year 2024-2025 Budget appropriated \$10 million to provide for services and expenses related to the payment of shelter arrears necessary to retain housing for certain households that are in receipt of or who would be eligible for ongoing or emergency Public Assistance (PA) pursuant to Social Services Law (SSL) §131-a.

To distribute these funds, the New York State Office of Temporary and Disability Assistance (OTDA) created the SAEF program to provide vital shelter arrears assistance to help eligible households retain permanent housing. Districts may choose to retain their allocation and use district mechanisms (e.g., direct administration or transfer of funds to county agencies) to operate this program, or may delegate the administration of this program, in full or in part, to another public agency, contractor or non-profit organization.

III. Program Implications

A. Program Activities and Services

Assistance provided through the SAEF program must not exceed a total of six months of arrears per household. However, the six months of arrears payments do not have to be consecutive or paid all at once; payments may be issued partially (less than six months of arrears assistance needed) or in full (all six months paid at once).

Prior receipt of shelter arrears payments through the Emergency Assistance to Families (EAF) or Emergency Safety Net Assistance (ESNA) programs does not impact SAEF program eligibility. Households who previously received six months or more of shelter arrears assistance through EAF or ESNA, may receive additional payments via the SAEF program, not to exceed six months, if otherwise eligible for the SAEF program. SAEF program payments will not be limited by the shelter allowance amount set forth in SSL §131-a and will not be part of the standard of need pursuant to SSL §131-a, and therefore would not be considered by the Automated Budgeting and Eligibility Logic (ABEL) when computing financial eligibility for PA. SAEF program payments are not countable as income or as a resource for PA, Home Energy Assistance Program (HEAP) or Supplemental Nutrition Assistance Program (SNAP) eligibility or budgeting purposes. Additionally, SAEF program payments will not be subject to recoupment or repayment unless the application submitted was fraudulent, or otherwise identified as ineligible.

B. Participant Eligibility

Districts must establish and maintain local policy governing eligibility for SAEF payments. While districts have flexibility regarding SAEF program eligibility requirements, the governing statute outlines some minimum requirements for eligibility as follows:

- Eligible households are individuals and/or families, with or without children, who have shelter arrears and require assistance to retain permanent housing;
- Households must first apply for shelter arrears assistance under EAF or ESNA, and if they are found ineligible through both programs, they should be assessed for SAEF program eligibility;
- Households must meet the PA (Family Assistance (FA) or Safety Net Assistance (SNA)) citizenship/non-citizen status eligibility requirements;
- Households must meet the EAF or ESNA income eligibility requirements. OTDA issues guidance annually regarding changes in the federal poverty guidelines.

Financial eligibility for EAF is determined by the gross income immediately available to the household on the date of application. The household is financially eligible for EAF if the available income is at or below 200% of the Federal Poverty Level Guidelines for the household size. The following guidelines for EAF are effective April 1, 2024, through March 31, 2025:

**200% of 2024 Federal Poverty Level
Guidelines
EAF Gross Available Test
By Family Size (Adjusted Annually)**

Household Size	Annual	Monthly
1	\$30,120	\$2,510
2	\$40,880	\$3,407

3	\$51,640	\$4,303
4	\$62,400	\$5,200
5	\$73,160	\$6,097
6	\$83,920	\$6,993
7	\$94,680	\$7,890
8	\$105,440	\$8,787
Additional	\$10,760	\$897

Financial eligibility for ESNA is determined by the household's gross monthly income on the date of application, which may not exceed 125% of the Federal Poverty Level Guidelines for the household size. The following income guidelines are effective April 1, 2024, through March 31, 2025:

**ESNA 125% of 2024 Federal Income Poverty Level
Guidelines (Adjusted Annually)**

Household Size	Annual	Monthly
1	\$18,825	\$1,569
2	\$25,550	\$2,129
3	\$32,275	\$2,690
4	\$39,000	\$3,250
5	\$45,725	\$3,810
6	\$52,450	\$4,371
7	\$59,175	\$4,931
8	\$65,900	\$5,492
Additional	\$6,725	\$560

Households that are determined income eligible for the SAEF program under EAF or ESNA are not required to meet certain PA eligibility requirements for shelter arrears payments. Unlike traditional PA shelter arrears requirements, households eligible for the SAEF program:

- May have foreseen the occurrence or situation giving rise to the need for shelter arrears assistance;
- May be unable to reasonably demonstrate an ability to pay future shelter expenses, including any amounts in excess of the appropriate agency maximum monthly shelter allowance;
- May have already received a shelter arrears payment within the prior five years; and/or
- May not be current on a shelter repayment agreement from a prior shelter arrears payment.

Households that qualify for the SAEF program under the ESNA income eligibility requirement are not subject to a repayment agreement. In addition, receipt of PA is not a requirement for determining eligibility for the SAEF program.

Districts must make sure they have policies and procedures in place to:

- Establish that the SAEF program recipient is the primary tenant/homeowner (e.g., require a lease or other documentation);

- Establish the shelter arrears amount due for the SAEF program household;
- Ensure that the SAEF program payment will be accepted to prevent eviction for a specified timeframe;
- Take reasonable steps to prevent the duplication of benefits;
- Issue a determination letter stating the amount approved, or a denial letter with the reason for denial;
- Establish a process for handling fraudulent applications, including a procedure for recovering funds, if necessary; and
- Establish a process for reviewing and considering appeals of applications that are denied.

Applications are to be accepted on a first come, first-served basis according to the eligibility parameters above and set forth at the local level. While districts have flexibility in determining the overall design of their local SAEF program, they are encouraged to make extra efforts to ensure prioritization of certain households, such as those with children under the age of six, single individuals with a history of housing instability, veterans, individuals and families experiencing domestic violence (DV), and other victims of violence. Although receipt of PA is not an eligibility requirement to receive payments through the SAEF program, operators are encouraged to refer SAEF program applicants to apply for applicable benefit programs, such as PA, HEAP, SNAP, Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI).

SAEF program payments will **not** be issued through the Welfare Management System (WMS). SAEF program payments must be made directly to the landlord/property owner on behalf of the tenant. Tenants, landlords, and/or property managers must be notified of SAEF program assistance provided on behalf of any SAEF program recipient.

Notifications regarding eligibility determinations (e.g., approvals and denials) must be maintained in the case record for a minimum of six years following submission of the program end summation report. Further information on the report can be found under section D. below.

C. Allocations

A total of \$10 million is available to support the SAEF program. The 2024-2025 SAEF program allocations are listed in Attachment A and have been determined based on ROS 2023 eviction rates as reported by the New York State Unified Court System. The program period for related expenditures is October 1, 2024, through September 30, 2025.

D. Reporting Requirements

As part of their participation in the SAEF program, districts must keep data about each household that participates in the program. Household-payment records, to be made available on audit, must include at a minimum:

Landlord EIN
 Landlord name or business name
 Landlord address
 Primary tenant name

Primary tenant DOB
Primary tenant race/ethnicity
Tenant address
Date of SAEF program payment
Months with arrears covered by SAEF program payment
Total SAEF program payment
Primary tenant has open PA case at time of payment yes/no
Number of children in household at time of payment (0-N)
Number of adults in household at time of payment (1-N)

Households whose landlords receive multiple payments on their behalf covering more than one period will have multiple records, one for each household/payment.

Using data above, districts will be required to submit a program end summation report to OTDA that includes the criteria used to determine eligibility, number of households served, the dollar value of arrears issued under the SAEF program, and basic demographic information on the households served. Demographic information must include:

Number of households served
Number of households served for multiple periods
Number and % of households with/without children
Number and % of households with open PA case
Age distribution of primary tenant
Distribution of the number of children
Distribution of total payment amount
Distribution of race/ethnicity

Districts are encouraged to track and include other characteristics of landlords and tenants in their report. Districts must submit this information to the OTDA Temporary Assistance (TA) Bureau by October 31, 2025, via email at: tabureau@otda.ny.gov.

The goal of reporting is to ensure the terms of the SAEF program are met in accordance with State legislation and to assess districts' emergency shelter arrears needs moving forward. It is the responsibility of the district to monitor any subcontracts. Districts must ensure the confidentiality of records concerning all SAEF program participants.

E. Claiming Instructions

Expenditures for the SAEF program should be claimed through the RF-17 claim package for special project claiming for the month(s) that the expenditures were made. These costs are first identified on the RF-2A claim package as F17 functional costs and reported in the F17 column on the LDSS-923 "Cost Allocation Schedule of Payments Administrative Expenses Other Than Salaries" and the LDSS-2347 "Schedule D "DSS Administrative Expenses Allocation and Distribution by Function and Program." After final accepting the RF-2A, the individual project costs are then reported under the project label "SAEF Program SFY2025" on the RF-17.

Salaries, fringe benefits, staff counts, and central services costs are directly entered on the LDSS-4975A "RF17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs" while overhead costs are automatically brought over from the

RF2A, Schedule D and distributed based upon the proportion of the number of staff assigned to this project. Employees not working all their time for the SAEF program must maintain time studies to support the salary and fringe benefit costs allocated to the program.

Non-salary administrative costs are reported with the appropriate object of expense code(s) on page 1 of the LDSS-923B "Summary - Administrative Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs."

Program costs should be reported as object of expense code 37 – Special Project Program Expense on page 2 of the LDSS-923B "Summary - Program Schedule of Payments for Expenses Other Than Salaries for Other Reimbursable Programs."

Total project costs should be reported on the LDSS-4975 "Monthly Statement of Special Project Claims Federal and State Aid (RF-17)" as 100% state share excluding central services costs which are local share. Actual reimbursement will be based upon each district's allocation.

Claims for the period October 1, 2024, through September 30, 2025, must be final accepted in the Automated Claiming System (ACS) by February 13, 2026.

Further instructions for completing time studies; the LDSS-923, LDSS-923B and Schedule D; and the RF-17 claim package are found in Chapters 4, 7, and 18, respectively, of the Fiscal Reference Manual (FRM) Volume 3. The FRMs are available online at: <https://intranet.otda.ny.gov/bfdm/finance/>.

Any claiming questions should be directed to: Justin Gross at 518-474-7549 or otda.sm.field_ops.i-iv@otda.ny.gov.

IV. Reimbursement Structure and Allowable Costs

District allocations will be paid as claims are submitted to substantiate payment.

SAEF program funding is made available for districts to provide vital shelter arrears assistance to eligible households and as such, it is expected that a minimum of 90% of the funds will be used toward shelter arrears assistance in accordance with the guidelines outlined herein.

OTDA has set a 10% spending limitation on administrative costs. Agencies should limit the amount of administrative costs necessary to operate the SAEF program to maximize both the amount of funds available to pay shelter arrears and the number of households enrolled. The use of SAEF program funds for administrative purposes must be directly related to the provision of shelter arrears to eligible households. For districts opting to assign all or a portion of their SAEF program allocation to another public agency, contractor or local nonprofit organization, districts will be held liable for assigned funds not used in a manner consistent with the purpose of the SAEF program allocation.

Districts are required to submit all claims for reimbursement through the ACS regardless of whether they elect to operate the program in-house or transfer the administration to another entity. SAEF program claims must be for services provided between October 1, 2024, and

September 30, 2025, and must be claimed by February 13, 2026, per the instructions above.

Issued By:

Name: Valerie T. Figueroa

Title: Deputy Commissioner

Division/Office: Employment and Income Support Programs/Office of Temporary and Disability Assistance

District	2024-2025 Shelter Appeals Eviction/Foreclosure Program Allocations
Albany	\$549,520
Allegany	\$13,581
Broome	\$245,099
Cattaraugus	\$47,149
Cayuga	\$69,443
Chautauqua	\$86,739
Chemung	\$96,733
Chenango	\$20,628
Clinton	\$52,146
Columbia	\$30,109
Cortland	\$43,818
Delaware	\$17,425
Dutchess	\$265,086
Erie	\$1,540,922
Essex	\$13,069
Franklin	\$14,734
Fulton	\$57,271
Genesee	\$33,056
Greene	\$25,112
Hamilton	\$5,000
Herkimer	\$30,493
Jefferson	\$94,170
Lewis	\$5,000
Livingston	\$27,418
Madison	\$23,575
Monroe	\$1,065,471
Montgomery	\$43,690
Nassau	\$585,394
Niagara	\$225,625
Oneida	\$256,118
Onondaga	\$592,569
Ontario	\$79,821
Orange	\$298,783
Orleans	\$29,596
Oswego	\$90,967
Otsego	\$18,962
Putnam	\$13,837
Rensselaer	\$244,331
Rockland	\$132,351
Saratoga	\$171,172
Schenectady	\$250,480
Schoharie	\$7,303
Schuyler	\$5,000
Seneca	\$18,578
St. Lawrence	\$45,612
Steuben	\$46,893
Suffolk	\$884,561
Sullivan	\$95,067
Tioga	\$16,784
Tompkins	\$51,890
Ulster	\$116,464
Warren	\$46,509
Washington	\$33,440
Wayne	\$54,196
Westchester	\$1,059,193
Wyoming	\$7,047
Yates	\$5,000

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE MCGUIRE
Deputy Commissioner



cc: all
Health - 4/10/25
FY1

#4

DEPARTMENTS OF MENTAL HEALTH
SOCIAL SERVICES AND YOUTH BUREAU

MEMORANDUM

April 1, 2025

TO: Diane Schonfeld, Legislative Clerk

FROM: Sara Servadio, Commissioner of Department of Mental Health, Social Services, and Youth Bureau

SUBJECT: NYS Governor's Traffic Safety Committee – Highway Safety Grant

The Putnam County Youth Bureau seeks to apply for funding from the New York State Governor's Traffic Safety Committee – Highway Safety Grant for the 2026 federal fiscal year. Funds are used to support our Putnam County Teen and Young Adult Driving Safety Program. This program serves to reduce the number of fatal/personal injuries, speed-related, and impaired crashes amongst young drivers ages 16 to 20. The highway safety grant from the Governor's Traffic Safety Committee requires no matching funds, and all costs in the approved budget are fully reimbursed. This one-year contract is now up for renewal and upon approval will go into effect October 1, 2025. Funding will be requested to cover:

- Salaries and Fringe for one full-time Youth Program Specialist
- Printing and Forms
- Office Supplies
- Equipment
- Training, travel and other program related costs

2025 APR -3 PM 1:14
LEGISLATURE
PUTNAM COUNTY
CARMEL, NY

Thank you for your time and consideration of this request.

cc: Nicolle McGuire, Deputy Commissioner of Social Services and Youth Bureau
Janeen Cunningham, Putnam County Youth Bureau Director
Kristen Wunner, Fiscal Manager of Department of Mental Health, Social Services, and Youth Bureau

Potential Budget for GTSC Highway Safety Grant FFY 2026

Personal Services

Youth Program Specialist

Salary Amount: \$79,004.00

Fringe Amount: \$37,929.00

Total: \$116,933.00

Commodities

Office Supplies: \$1,500.00

Printing & Forms: \$15,000.00

Total: \$16,500.00

Travel: In State

Local Travel and Conferences/Training Sessions: \$4,000.00

Total: \$4,000.00

Other Costs

Professional Memberships: \$500.00

Youth trainings, seminars, and workshops: \$3,000

Total: \$3,500.00

Total Other Than Personal Services: \$24,000.00

Grand Total: \$140,933.00

KEVIN BYRNE
County Executive

SARA SERVADIO
Commissioner

NICOLLE McGUIRE
Deputy Commissioner



JANEEN CUNNINGHAM
Executive Director

KIMBERLY REALBUTO
Deputy Director

YOUTH BUREAU

TO: Sara Servadio
Commissioner of Social Services, Mental Health and Youth Bureau

FROM: Janeen Cunningham
Youth Bureau Director

DATE: March 26, 2025

RE: Reapply for the Highway Safety Grant

The Putnam County Youth Bureau seeks to apply for a highway safety grant from the Governor's Traffic Safety Committee (GTSC) for the 2026 federal fiscal year. This grant will directly fund the Youth Bureau's highway safety program titled the "Putnam County Teen and Young Adult Driving Safety Program," which serves to reduce the number of fatal/personal injury, speed-related, and impaired crashes amongst young drivers ages 16 to 20. Initiatives contained in this comprehensive project include Youth Court, Peer-led Educational Presentations, SIDNE trainings, community supports, and the Parents As Driving Partners campaign.

The highway safety grant from Governor's Traffic Safety Committee requires no matching funds, and all costs in the approved budget are fully reimbursed. The application is due Thursday, May 1st, 2025. The project year will run from October 1st, 2025, to September 30th, 2026.

Applying for this grant would mark the fifth time the Youth Bureau has applied, and Putnam County remains as the only municipality in New York State whose Youth Bureau has a traffic safety grant. For our innovative and successful efforts, the Governor's Traffic Safety Committee honored Putnam County with the Chair Award in October 2024. The Putnam County Youth Bureau's aim is to continue to support youth who will soon be driving, young drivers, and young adults while contributing to cohesive initiatives with our county and the Hudson Valley region."



Governor's Traffic Safety Committee

KATHY HOCHUL
Governor

MARK J.F. SCHROEDER
Commissioner

March 10, 2025

Dear Members of New York's traffic safety community:

The Governor's Traffic Safety Committee (GTSC) is pleased to announce the opening of the 2026 traffic safety grant application period. As partners in our goal to eliminate injuries and fatalities on New York roadways, I encourage you to develop innovative programs to help promote increased traffic safety in all of our communities. Traffic safety grant projects funded by GTSC have supported statewide efforts to reduce all types of crashes including those related to speed, impairment, motorcycles, occupant protection, bicyclists, pedestrians, and commercial motor vehicles. The implementation and continuation of programs that educate the public on the dangers of drowsy, impaired, distracted, and aggressive driving and enforcement of traffic safety laws continue to make New York a national leader in highway safety, but there is still more work to be done.

Fatalities on New York roadways rose significantly during the COVID-19 pandemic, peaking in 2022 at 1,162 deaths, the highest level since 2014. While fatalities dropped slightly in 2023, they remained 18% higher than in 2019, and the number of people seriously injured in crashes reached 12,794, the highest level since 2011. These trends underscore the urgent need to address dangerous driving behaviors and improve the safety of all road users. I urge you to make every effort to save lives through your traffic safety initiatives and to engage more deeply with your communities, including non-traditional partners.

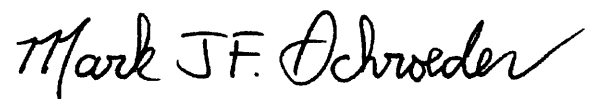
Among the program areas showing setbacks, three stand out as the greatest concerns: speeding, impaired driving, and motorcycle safety. Speeding-related fatalities and serious injuries have risen every year since 2018, reaching a decade-high in 2023, a 30% increase from 2014. Fatalities involving alcohol- and drug-involved drivers both saw significant increases from 2019 to 2023, rising by 11% and 32%, respectively. Additionally, motorcyclist fatalities peaked during the pandemic, and in 2023, they remained 42% higher than in 2019. During this grant cycle, focused efforts to reduce speeding, impaired driving, and improve motorcycle safety are highly encouraged.

Successful traffic safety programs in New York State rely on the innovative, data-driven programs implemented by our grantees each year and the effective collaboration among local, state, and federal partners. Your continued dedication to highway safety is a valuable contribution toward making New York a safer place to live, work, and travel.

Together, we will maintain our strong commitment to making our state's roadways safer for all. Please see the attached grant application information.

Applications are due by 11:59 pm on **May 1, 2025**. Please contact your GTSC Highway Safety Program Representative at (518) 474-5111 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Mark J.F. Schroeder". The signature is written in a cursive style with a prominent initial "M" and a long, sweeping underline.

Mark J.F. Schroeder
Chair, Governor's Traffic Safety Committee and
Commissioner, NYS Department of Motor Vehicles



**STATE OF NEW YORK GOVERNOR'S TRAFFIC SAFETY COMMITTEE
2026 GRANT PROGRAM DESCRIPTIONS AND APPLICATION INFORMATION**



March 2025

I. Structured Programs - Child Passenger Safety and Police Traffic Services:

Child Passenger Safety (CPS) - These grants will continue to support the educational activities of child passenger safety programs through the four different initiatives or schedules: fitting stations, awareness trainings, car seat check events and car seat education & distribution programs for low-income families.

Please note: In Federal Fiscal Year 2026 there will be funding available for the purchase of a **limited number** of car seats/child restraints for use with Schedule A – Permanent Fitting Stations, Schedule C – Car Seat Check Events and Schedule D – Car Seat Education & Distribution Programs. Schedules A and C will require hands-on education pertaining to the proper use and installation of a car seat. In the event it is determined a car seat needs to be replaced, pre-established guidelines need to be followed before providing a replacement seat. Funds will also be

available for the purchase of a limited number of car seats for use with Schedule D – Car Seat Education & Distribution Programs. Schedule D will require the verification of low-income status as well as hands-on education pertaining to the proper use and installation of car seats. Additional in-classroom education about child passenger safety and child restraint systems is encouraged but not required.

Police Traffic Services (PTS) - The Federal Fiscal Year 2026 Police Traffic Services (PTS) grant program will provide funding to law enforcement agencies to conduct traffic enforcement. In addition to having a current mandatory seat belt use policy in place for police officers of the department, participation in the national Click It or Ticket seat belt enforcement mobilization is required. This program will also fund agencies to conduct traffic enforcement details based on the crash data of their local jurisdiction, with the goal of impacting motorist behavior and improving traffic safety within their communities.



Governor's Traffic Safety Committee

The incentive funding for these structured programs is limited. GTSC may not be able to fund all of your initiatives. Applicants may request up to the maximum grant amount of \$40,000 for CPS and up to \$49,000 for PTS. There is no minimum request amount.

II. General Highway Safety Grants - The highway safety grant application for local, state and not-for-profit agencies is available to address a particular highway safety problem in their jurisdiction. This proposal requires applicants to submit a narrative outline of the problem with supporting data, details of the proposed activities with milestones and an evaluation plan.

Proposals must address one of the program areas included in the state's Highway Safety Strategic Plan, which can be found online at

<https://trafficsafety.ny.gov/highway-safety-grant-program>. Program areas considered for the general Highway Safety Grant funding include: occupant protection; traffic enforcement; motorcycle safety; traffic records; community programs; programs that impact our younger drivers or older drivers; pedestrian safety; roadway safety and impaired driving.

In 2026, our impaired driving program will focus on statewide projects that support training, enforcement, and technology and state agencies' initiatives to support the efforts of the County STOP-DWI programs. We anticipate that available federal funding will once again be limited this year, so applications need to be detailed and supported by data.

Highway Safety Plan - The New York State Governor's Traffic Safety Committee prepares a triennial Highway Safety Plan (HSP). This plan is the road map for traffic safety professionals in the state and is based on issues and strategies identified by

the GTSC member agencies, other state and local agencies, law enforcement agencies and not-for-profit organizations. The HSP can be found online at

<https://trafficsafety.ny.gov/highway-safety-grant-program>. We invite you to contact the GTSC if you have suggestions for the HSP.

Problem Identification - Since successful programs are data-driven, we encourage you to use the crash and ticket data reports that are available for each county through an online database developed by the Institute for Traffic Safety Management and Research (ITSMR) with funding from the GTSC. The database, called the Traffic Safety Statistical Repository (TSSR), contains crash and ticket data from 2014 forward, including finalized crash and ticket data for 2023 and preliminary crash and ticket data for 2024.

To access the TSSR, visit <https://www.itsmr.org/traffic-safety-statistical-repository/>. Several help tools are available on the site, including a User Guide, FAQ, Glossary of Terms and TSSR Directory. Please contact your Highway Safety Program Representative at the GTSC if you have questions.

Application Procedure - Due date for all applications is May 1, 2025. NFP agencies must register with and be pre-qualified in the New York State Statewide Financial System (SFS) before submitting a GTSC grant proposal. Proposals received from not-for-profit applicants that have not registered and are not pre-qualified in SFS on the proposal due date of 11:59 PM on May 1, 2025 cannot be evaluated. Such proposals will be disqualified from further consideration. If you need assistance with SFS enrollment or enrollment in the GTSC's eGrants, contact the GTSC.



Governor's Traffic Safety Committee

General instructions for preparing grant applications are included in the eGrants system. If your agency does not have a Project Director currently enrolled in eGrants, contact the GTSC for guidance. Frequently asked questions, an overview of the requests for proposals, application and review process can be found online at <https://trafficsafety.ny.gov/highway-safety-grant-program>.

Applications must be submitted using the GTSC eGrants system. The due date for General Highway Safety, Child Passenger Safety and Police Traffic Services grant applications is May 1, 2025. Applications submitted after May 1, 2025 will not be considered. Applicants must submit their proposals by changing the status of their completed 'In Process' proposal to 'Submit' on or before May 1, 2025.

If you have any questions or need any assistance preparing your grant application, please contact your GTSC Highway Safety Program Representative. Contact information can be found at <https://trafficsafety.ny.gov/about> or by calling (518) 474-5111.

The Governor's Traffic Safety Committee administers highway safety grant funding in accordance with 23 CFR Part 1300 Uniform Procedures for State Highway Safety Programs and 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and according to the guidelines published by the GTSC in the structured applications and the Guide to Preparing a Highway Safety Program applications. Grants are reviewed for approval based on the criteria stated on the application. In general, the review is based in part on past performance, agreement to perform requested activities, significance of problem identified, supported by data and rationale of proposed solution.

#5

Edward Gordon

From: Shanna Siegel
Sent: Thursday, April 3, 2025 3:02 PM
To: Amy Sayegh
Cc: Toni Addonizio; Putnam Co Legislature; Rian Rodriguez; Valerie Kurtz; William Orr
Subject: Request be added to agenda: April 10th Health Committee
Attachments: Carmel Central School District Think Differently Letter.pdf; Memo_PreK_4.25.pdf; PCDOH Think Differently Program Overview 4.1.25.pdf

Good afternoon,

On behalf of Public Health Director Rian Rodriguez, and Early Intervention and Preschool Supervisor Valerie Kurtz, thank you in advance for considering a request to present to the Health Committee on Thursday, April 10th. Please refer to the attached memo as well as supporting documents.

Valerie and Rian are available if you have any questions or would like more information.

Thank you,

Shanna

attachments (3): Memo PreK; PCDOH Think Differently Program Overview; Carmel Central School District Letter



Shanna Siegel, RN, BSN
Supervising Public Health Educator, Public Information Officer • Putnam County Department of Health
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Follow us on social media @PutnamHealthNY
-A PHAB-Accredited Health Department-

Pronouns: she, her, hers
[\[Why I list my pronouns\]](#)

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RIAN RODRIGUEZ, MPH
PUBLIC HEALTH DIRECTOR



KEVIN M. BYRNE
PUTNAM COUNTY EXECUTIVE

MEMORANDUM

To: Amy Sayegh, Chair of the Legislature

Cc: Toni Addonizio, Chair of the Health Committee

From: Rian Rodriguez, Public Health Director and Valerie Kurtz, Early Intervention and Preschool Supervisor

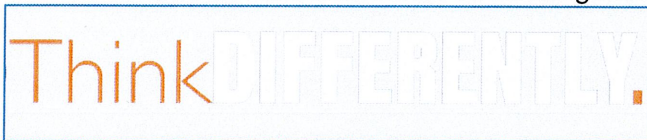
Subject: Request to Present to Health Committee Thursday April 10th

As many parents know and the academic literature supports, young learners that have access to early childhood education benefit from lessons that initiate lifelong learning and overall wellbeing. The Putnam County Department of Health has teamed up with school districts, experts in education, and local stakeholders to create a proposal for a combined universal pre-kindergarten and special education preschool program. Putnam County's innovative approach is known as a "braided inclusion" model, which is supported by the New York State Department of Education. It ensures students, regardless of their ability, have access to high-quality early learning and services. Putnam County Department of Health program leadership would like to provide a brief overview of the proposed model and invite the legislature as well as the public to discover more at the upcoming Health Committee Meeting scheduled for April 10th. We look forward to sharing additional details with you in person.

Attachments (2): PCDOH Think Differently Program Overview; Carmel Central School District Letter

Putnam County Early Learning Center

Inclusion Preschool and Universal Pre-Kindergarten



Philosophy

We believe that ALL children, regardless of ability, have the capacity to thrive both inside and outside of the classroom and that inclusion education fosters this potential.

Each inclusion classroom is staffed with experienced educators who embrace the various speeds and ways children grow, learn and develop, enriching student experiences and enhancing program outcomes.

Putnam County's Think Differently Preschool is aligned with New York State Department of Education learning standards and ensures high-quality education for all students.

Location

Hudson Valley Inter Arts, 40 Jon Barrett Rd, Patterson

Partners

Putnam County Department of Health (Early Intervention/Preschool), Putnam County School Districts, Hudson Valley Inter Arts

Unique Educational Programming and Opportunities

Throughout the day there will be opportunities to foster children's social-emotional development, language, communication, gross and fine motor, and early literacy skills. Staffed by experienced special education classroom teachers as well as licensed therapists (speech, occupational, physical), our program enables students with and without disabilities to participate in cognitive and motor development activities led by experts in the field. This model enables students of all abilities to engage and learn from each other in a warm, nurturing, and supportive environment.

Enrollment

This high-quality instructional program will be at no cost to the Universal Pre-Kindergarten (UPK) families of participating districts, and at no-cost to the families of students with disabilities who are eligible for Committee on Preschool Education (CPSE) programming, regardless of district. For the 2025-2026 school year, there will be 9 classrooms, with 9-18 students (including up to 6 CPSE students).

CPSE Additional Information

A primary goal of the program is to enable CPSE students requiring at least 8:1:2 special education in a center-based program, who are often transported to Westchester County, to enroll in this local program. The district/county CPSE team will ensure all IEPs are state-approved and all accommodations are successfully implemented. This program will enable CPSE students to have access to quality education as well as reduce the potential for longer bus rides. CPSE program location will not change for any students with identified medical needs.



Putnam County Department of Health

A PHAB-ACCREDITED HEALTH DEPARTMENT

Key Functions of Partnering Agencies

School Districts:

- Provide oversight of curriculum implementation
- Review student progress reports, IEPs
- Conduct evaluations
- Participate in interview panel for program manager and classroom educators
- Maintain consistent communication with program manager
- Conduct regular classroom visits to ensure education requirements are being met
- Ensure compliance with all standards and regulations

County:

- Secure provision of services through contracted agencies and providers
- Fund program manager to liaise with contracted agencies and providers, parents and districts
- Maintain adherence for all building-related operations
- Provide transportation for CPSE students to/from program

Contracted agencies:

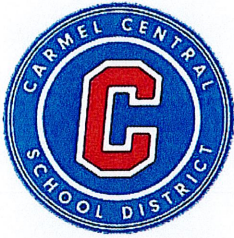
- Provide direct supervision and ensure retention of licensed therapists and providers

Licensed therapists and providers:

- Deliver high-quality, person-centered, age-appropriate service provision, related to curriculum and/or IEP

Hudson Valley InterArts (Host-site):

- Maintain host-site facilities
- Preserve mission-alignment with proposed program. Hudson Valley InterArts aims to support the social and emotional health of community members by fostering inclusivity and community connection through creative and healing arts.
- Offer enrichment opportunities for students may include: yoga, pottery, music and movement.



CARMEL CENTRAL SCHOOL DISTRICT

ERIN MEEHAN-FAIRBEN, Ed.D.
Superintendent of Schools

The purpose of this letter is to document the responsibilities of the partners involved in Putnam County's Think Differently inclusion model preschool and universal pre-kindergarten. Outlined below are the key functions of each party.

The District: for the purposes of this document represent both Brewster Central School District and Carmel Central School District.

The County: for the purposes of this document represent Putnam County Government.

Other: for the purposes of this document "other" may refer to outside contractors/agencies.

The District is responsible for oversight of curriculum implementation, review of student progress reports, evaluations, participating in an interview panel for program manager and classroom educators, consistent communication with program manager, conducting regular classroom visits to ensure education requirements are being met, and maintaining compliance with all standards and regulations.

The County is responsible for provision of services through contracted agencies and providers, funding a program manager to liaise with contracted agencies and providers, parents and districts and ensure building-related operations are adhered to, and transporting CPSE students to/from program.

Other agencies/individuals are responsible for the following:

Contracted agencies are responsible for direct supervision of licensed therapists and providers.

Licensed therapists and providers are responsible for ensuring high-quality, person-centered, age-appropriate service provision, related to curriculum and/or IEP.

A handwritten signature in blue ink, appearing to read "Erin Fairben", written over a horizontal line.

District/Agency Representative Signature

A handwritten date in blue ink, "March 31, 2005", written over a horizontal line.

Date

Cultivating Opportunities

