AMENDED FISCAL REPORTS
For Fiscal Years:

July 1, 2008 to June 30, 2009
And
July 1, 2009 to June 30, 2010

Lackawanna County Children and Youth Agency

May 2015

Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General

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EUGENE A. DEPASQUALE
AUDITOR GENERAL

The Commissioners of Lackawanna County
Lackawanna County Administration Building
200 Adams Avenue
Scranton, PA 18503

Dear Commissioners:

We have examined the submitted CY-370 Expenditure Report, the CY-370A Revenue Report, and the CY-348 Fiscal Summary, hereinafter referred to as the submitted fiscal reports, and the related financial records of the Lackawanna County Children and Youth Agency for the purpose of ascertaining and certifying the actual Commonwealth expenditures incurred on behalf of children resident within the County for the fiscal years July 1, 2008 to June 30, 2009 and July 1, 2009 to June 30, 2010, pursuant to authority derived from Act 148 of July 9, 1976, (P.L. 846, No. 148), as amended, 62 P.S. § 704.1(a)(4). The scope of our engagement was limited to the fiscal reports submitted to the Department of Human Services (DHS) as part of the Act 148 Invoice Packages for the fiscal years ended June 30, 2009 and June 30, 2010.

Preparation of the submitted fiscal reports, and compliance with children, youth, and families regulations, are the responsibility of the agency management. Our engagement procedures included a review of selected agency records, and other procedures we deemed necessary, to enable us to ascertain and certify the actual Commonwealth expenditures incurred on behalf of children resident within the County and to determine the County's compliance with certain provisions of 55 Pa. Code, Part V. Children, Youth, and Families Manual, Subpart C, Chapters 3140 and 3170 (55 Pa. Code § 3140.1 *et seq*. and § 3170.1 *et seq*.). We believe that our engagement procedures provided us a reasonable basis to ascertain and certify the actual Commonwealth expenditures incurred on behalf of children within Lackawanna County.

The results of our procedures performed during this engagement were as follows:

- For the July 1, 2008 to June 30, 2009 fiscal year, our engagement resulted in two adjustments being made to the agency's submitted fiscal reports. These adjustments in total increased the agency's Final Net State Share by decreasing non-reimbursable expenditures by $11,581 and decreasing revenue by $2,115. However, there is no impact on the Final Net State Share of Expenditures because the agency expenditures exceeded the Total State Act 148 Allocation by $114,309. The agency cannot receive state reimbursement in excess of the Total State Act 148 Allocation. These adjustments are detailed in our amended fiscal reports for the July 1, 2008 to June 30, 2009 fiscal year, as included in Section 1 of this report, beginning on page 3.

- For the July 1, 2009 to June 30, 2010 fiscal year, our engagement resulted in three adjustments being made to the agency's submitted fiscal reports. These adjustments in total impacted the agency's Final Net State Share by increasing agency expenditures by $13,438 and decreasing non-reimbursable expenditures by $5,590, and based on the application of the state participation rates, resulted in an amount due to the county totaling $14,349. All three adjustments are detailed in our amended fiscal reports for the July 1, 2009 to June 30, 2010 fiscal year, as included in Section 2 of this report, beginning on page 10.

In addition, we found that the agency complied with the finding included in our prior released audit report, as detailed on page 17 in Section Three of this report.

Finally, we identified the following area of non-compliance, as detailed on page 19 in Section Four of this report:

Finding – Failure to Conduct Annual Time Studies.

The results of our engagement procedures, as presented in this report, were discussed with County representatives and agency management at an exit conference held on April 29, 2015.

This report is being forwarded to the DHS Bureau of Financial Operations, and the Office of Children, Youth, and Families for review and settlement of the adjustments included in our amended fiscal reports. You will be notified by the DHS of the decisions made during the DHS settlement process and the impact, if any, on a future Act 148 payment. At that time, in accordance with 1 PA Code 31.1 *et seq.*, you will be afforded the opportunity by DHS to appeal their settlement process decision.

We appreciate the cooperation, assistance, and courtesy granted our representatives by your officials and the staff of the Lackawanna County Children and Youth Agency.

Sincerely,

May 5, 2015

Eugene A. DePasquale
Auditor General

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BACKGROUND

The Department of the Auditor General is responsible for reviewing the fiscal reports, known as the submitted CY-370 Expenditure Report, the CY-370A Revenue Report, and the CY-348 Fiscal Summary of the 67 County Children and Youth Agencies to determine proper reporting and utilization of funds according to program regulations and guidelines under the Public Welfare Code (62 P.S. § 704.1(a)(4)). The annual state Act 148 allocations are used by the Counties to administer social services for the children and youth that reside within the Commonwealth of Pennsylvania, whose stated goal is "to ensure, for each child in this Commonwealth, a permanent, legally assured family which protects the child from abuse and neglect." The Children and Youth Social Services Program is County-Administered and State-Supervised by the Department of Human Services (DHS) and thus, they are jointly responsible for achieving the Commonwealth's goal.

In accordance with the Public Welfare Code (62 P. S. § 703), the DHS is responsible for making and enforcing all rules and regulations necessary and appropriate to the proper accomplishment of the child welfare duties and functions vested by law in the county institution districts or their successors. Title 55 Pa. Code, Part V. Children, Youth, and Families Manual, Subpart C, outlines the rules and regulations relative to the County Administration of the Children and Youth Social Service Programs. Specifically, in compliance with 55 Pa. Code § 3140.31, the Counties must report their cumulative actual expenditures incurred for the provision of children and youth social services on a quarterly basis to the DHS through the Act 148 Invoice package. The expenditures reported in the Act 148 Invoice package refers to all costs for dependent and delinquent children and youth services funded or administered by the DHS.

As part of our engagement, we reviewed the County Children and Youth Agency's submitted fiscal reports, as referenced above, which are included in the Act 148 Invoice package. Specifically, we reviewed the final, cumulative 4th Quarter fiscal reports submitted to the DHS, along with the County Children and Youth Agency's related financial records and supporting documentation, to determine whether the County Children and Youth Agency's actual, cumulative expenditures and revenues were properly reported to the DHS for the respective fiscal years (FYs). The variances identified between the submitted and actual costs and revenues required adjustments to these fiscal reports, and thus, our Amended CY-370 Expenditure Report, Amended CY-370A Revenue Report, and Amended CY-348 Fiscal Summary, resulting from our engagement procedures and included in this report for each fiscal year included in our scope, reflect the County Children and Youth Agency's actual related costs and revenues for those years and those costs and revenues impact on the County Children and Youth Agency's corresponding Net State Shares.

SECTION 1

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2008 to JUNE 30, 2009

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2008 TO JUNE 30, 2009
AMENDED
COMPUTATION OF FINAL NET STATE SHARE

Approved State Allocation[1]		$ 10,623,184
Supplemental Act 148		337,963
Total State Allocation		10,961,147
State Share (CY348)[2]	$ 11,075,456	
Less: Major Service Category Adjustment	0	
Net State Share		$ 11,075,456
Less: Expenditures in Excess of the Approved State Allocation		114,309
Final Net State Share Payable[3]		$ 10,961,147
Actual Act 148 Revenues Received[4]		10,961,147
Net Amount Due County/(State)[5]		$ 0

[1] Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

[2] State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

[3] Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

[4] Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

[5] No amount is due to the County or State because the Children and Youth Agency's expenditures exceeded the Total State Act 148 Allocation by $114,309, as detailed on page 4 of this report. While our adjustments resulted in a net decrease of $11,581 in non-reimbursable expenditures and a net decrease of $2,115 in revenue for the agency for said fiscal year, as detailed on page 8 of this report, the agency cannot receive state reimbursement in excess of the Total State Act 148 Allocation. Thus, there is no impact on the Final Net State Share of Expenditures.

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2008 TO JUNE 30, 2009
AMENDED CY348
FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	1,066,696	0	129,233	0	0	0	0	0	937,463	937,463	0
02. 90% REIMBURSEMENT	175,942	0	37,345	0	0	0	0	0	138,597	124,737	13,860
03. 80% REIMBURSEMENT	13,608,379	373,034	2,517,023	189,268	160,373	0	0	0	10,368,681	8,294,945	2,073,736
04. 60% REIMBURSEMENT	1,924,409	41,614	134,880	0	0	64,124	0	7,034	1,676,757	1,006,055	670,702
05. 50% REIMBURSEMENT	1,424,511	0	0	0	0	0	0	0	1,424,511	712,256	712,255
06. TOTAL NET CHILD WELFARE EXPEND.	18,199,937	414,648	2,818,481	189,268	160,373	64,124	0	7,034	14,546,009	11,075,456	3,470,553
YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	277,213	0							277,213	166,328	110,885
08. NON-REIMBURSABLE EXPENDITURES	544,426	0	0						544,426		544,426
09. TOTAL EXPENDITURES	19,021,576	414,648	2,818,481	189,268	160,373	64,124	0	7,034	15,367,648	11,241,784	4,125,864

10. IL Grant Funds Reported	66,203
11. TOTAL HSDF used for Child Welfare	53,687
12. TOTAL TITLE IV-D COLLECTIONS	144,639
13. TITLE IV-D Collections for IV-E Children	61,288
14. STATE ACT 148 - line 6	11,075,456
15. STATE ACT 148 ALLOCATION	10,961,147
16. ADJUSTED STATE SHARE (lower of 14 or 15)	10,961,147

INVOICE	
AMENDED STATE SHARE (ACT 148)	11,075,456
ACT 148 AMOUNT RECEIVED	10,961,147
ADJUSTMENT TO STATE SHARE	114,309

Subsidized Permanent Legal Custodianship	Total Subsidies	Number of Days	Number of Children
SPLC	237,618	9,288	25

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2008 TO JUNE 30, 2009
AMENDED CY370A
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS		REVENUE SOURCES											
		1	2	3	4	5	6	7	8	9	10	11	12
	IN-HOME	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
1-A	ADOPTION SERVICE	1,066,696	0		129,233	0		0	0	0	937,463	937,463	0
1-B	ADOPTION ASSISTANCE	2,282,474	0	925,665	17,808			0		0	1,339,001	1,071,201	267,800
1-C	COUNSELING - DEPENDENT	608,661	11,106		49,026	68,595	0	0	0	0	479,934	383,947	95,987
1-D	COUNSELING - DELINQUENT	78,042	0		0	38,592	0	0	0	0	39,450	31,560	7,890
1-E	DAY CARE	50,930	0		0	0	0	0	0	0	50,930	40,744	10,186
1-F	DAY TREATMENT - DEPENDENT	20,779	0		0	0	0	0	0	0	20,779	16,623	4,156
1-G	DAY TREATMENT - DELINQUENT	89,389	0		0	44,990	0	0	0	0	44,399	35,519	8,880
1-H	HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-I	INTAKE & REFERRAL	1,597,702	10,513		237,436	0	0	0	0	0	1,349,753	1,079,802	269,951
1-J	LIFE SKILLS - DEPENDENT	656,229	0		36,274	37,091	0	0	0	0	582,864	466,291	116,573
1-K	LIFE SKILLS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-L	PROTECTIVE SERVICE - CHILD ABUSE	272,877	0		34,956	0	0		0	0	237,921	190,337	47,584
1-M	PROTECTIVE SERVICE - GENERAL	2,150,128	0		304,490	0	0		0	0	1,845,638	1,476,510	369,128
1-N	SERVICE PLANNING	1,409,586	43,174		169,270	0	0	0	0	0	1,197,142	957,714	239,428
1-O	JUVENILE ACT PROCEEDINGS - DEPENDENT	173,667	0		0	0		0	0	0	173,667	86,834	86,833
1-P	JUVENILE ACT PROCEEDINGS - DELINQUENT	57,500	0		0	0		0	0	0	57,500	28,750	28,750
1-Q	**SUBTOTAL IN-HOME**	10,514,660	64,793	925,665	978,493	189,268	0	0	0	0	8,356,441	6,803,295	1,553,146

	COMMUNITY BASED PLACEMENT	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0		0	0		0	0	0	0
2-B	ALTERNATIVE TREATMENT - DELINQUENT	197	0	0	0		0	0		0	197	158	39
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	119,843	4,913	0	1,870		0	0		0	113,060	90,448	22,612
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	131,912	0	0	0		0	0		0	131,912	105,530	26,382
2-E	EMERGENCY SHELTER - DEPENDENT	175,942	0	31,414	5,931	0	0	0	0	0	138,597	124,737	13,860
2-F	EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G	FOSTER FAMILY - DEPENDENT	3,865,546	301,737	579,763	92,194		160,373	0	0	0	2,731,479	2,185,183	546,296
2-H	FOSTER FAMILY - DELINQUENT	43,606	600	0	0		0	0		0	43,006	34,405	8,601
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	230,478	991	66,169	2,102		0	0		0	161,216	128,973	32,243
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0		0	0		0	0	0	0
2-K	**SUBTOTAL CBP**	4,567,524	308,241	677,346	102,097	0	160,373	0	0	0	3,319,467	2,669,434	650,033

	INSTITUTIONAL PLACEMENT	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
3-A	JUVENILE DETENTION SERVICE	1,193,344	0						0	0	1,193,344	596,672	596,672
3-B	RESIDENTIAL SERVICE - DEPENDENT	489,235	37,841	18,542	13,192		0	64,124		0	355,536	213,322	142,214
3-C	RES. SERVICE - DELINQUENT (NON YDC/YFC)	824,208	3,773	13,660	0		0	0		0	806,775	484,065	322,710
3-D	SECURE RES. SERVICE (EXCEPT YDC)	0	0							0	0	0	0
3-E	YDC/YFC (NON-SECURE)-Institutional	73,038	0								73,038	43,823	29,215
3-F	YDC SECURE	204,175	0								204,175	122,505	81,670
3-G	**SUBTOTAL INSTITUTIONAL**	2,784,000	41,614	32,202	13,192	0	0	64,124	0	0	2,632,868	1,460,387	1,172,481

4	**ADMINISTRATION**	610,966	0		89,486		0	0		7,034	514,446	308,668	205,778

5	**TOTAL REVENUES**	18,477,150	414,648	1,635,213	1,183,268	189,268	160,373	64,124	0	7,034	14,823,222	11,241,784	3,581,438

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2008 TO JUNE 30, 2009
AMENDED CY370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS		OBJECTS OF EXPENDITURE											
		1	2	3	4	5	6	7	8	9	10	11	12
	IN-HOME	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non-Reimbursable Non PS\Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable
1-A	ADOPTION SERVICE	524,125	184,249		155,607	197,306	6,342	1,067,629	280	108	933	0	0
1-B	ADOPTION ASSISTANCE	73,898	25,977	2,162,647	19,190	0	894	2,282,606	40	1,002	132	0	0
1-C	COUNSELING - DEPENDENT	203,446	71,518		52,833	278,765	2,461	609,023	109	82	362	0	0
1-D	COUNSELING - DELINQUENT	0	0		0	78,042	0	78,042	0	83	0	0	0
1-E	DAY CARE	0	0		0	50,930	0	50,930	0	41	0	0	0
1-F	DAY TREATMENT - DEPENDENT	0	0		0	20,779	0	20,779	0	9	0	0	0
1-G	DAY TREATMENT - DELINQUENT	0	0		0	89,389	0	89,389	0	25	0	0	0
1-H	HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-I	INTAKE & REFERRAL	985,298	346,367		255,867	0	11,922	1,599,454	526	140	1,752	0	0
1-J	LIFE SKILLS - DEPENDENT	150,531	52,917		39,091	412,137	1,821	656,497	80	94	268	0	0
1-K	LIFE SKILLS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-L	PROTECTIVE SERVICE - CHILD ABUSE	145,057	50,993		37,670	37,660	1,755	273,135	77	43	258	0	0
1-M	PROTECTIVE SERVICE - GENERAL	1,263,554	444,185		328,130	101,220	15,287	2,152,376	674	272	2,248	0	0
1-N	SERVICE PLANNING	724,833	254,805		188,229	234,239	8,769	1,410,875	387	128	1,289	0	0
1-O	JUVENILE ACT PROCEEDINGS - DEPENDENT				0	173,667		173,667	0	55	0	0	0
1-P	JUVENILE ACT PROCEEDINGS - DELINQUENT				0	57,500		57,500	0	41	0	0	0
1-Q	**SUBTOTAL IN-HOME**	4,070,742	1,431,011	2,162,647	1,076,617	1,731,634	49,251	10,521,902			7,242	0	0
								Number of Children receiving **only** NON-PURCHASED IN-Home Services					3,066
	COMMUNITY BASED PLACEMENT	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non-Reimbursable Non PS\Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-B	ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0	197	0	197	141	8	0	0	0
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	7,755	2,725	0	2,014	107,268	95	119,857	1,393	29	14	0	0
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	0	131,912	0	131,912	982	15	0	0	0
2-E	EMERGENCY SHELTER - DEPENDENT	24,632	8,658	0	6,396	136,003	297	175,986	1,213	35	44	0	0
2-F	EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G	FOSTER FAMILY - DEPENDENT	337,100	118,504	237,618	284,935	2,883,910	4,079	3,866,146	69,899	1,065	600	0	0
2-H	FOSTER FAMILY - DELINQUENT	0	0	0	0	43,606	0	43,606	439	11	0	0	0
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	59,026	21,126	50,839	0	99,487	0	230,478	11	36	0	0	0
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K	**SUBTOTAL CBP**	428,513	151,013	288,457	293,345	3,402,383	4,471	4,568,182	74,078	1,199	658	0	0
	INSTITUTIONAL PLACEMENT	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non-Reimbursable Non PS\Sub.	Non-Reim. Purchased Serv/ Subsidies	Non-Reim. Program Income
3-A	JUVENILE DETENTION SERVICE	0	0		0	1,193,344	0	1,193,344	2,763	105	0	0	0
3-B	RESIDENTIAL SERVICE - DEPENDENT	54,739	19,242		16,433	398,256	662	489,332	4,145	76	97	0	0
3-C	RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0		0	824,208	0	824,208	6,910	124	0	0	0
3-D	SECURE RES. SERVICE (EXCEPT YDC)	0	0		0	0	0	0	0	0	0	0	0
3-E	YDC/YFC (NON-SECURE)-Institutional	0	0		0	73,038	0	73,038	222	5	0	0	0
3-F	YDC SECURE	0	0		0	204,175	0	204,175	599	12	0	0	0
3-G	**SUBTOTAL INSTITUTIONAL**	54,739	19,242	0	16,433	2,693,021	662	2,784,097	14,639	322	97	0	0
4	**ADMINISTRATION**	66,599	23,411	0	1,056,579	0	806	1,147,395			536,429	0	0
5	**TOTAL EXPENDITURES**	4,620,593	1,624,677	2,451,104	2,442,974	7,827,038	55,190	19,021,576			544,426	0	0
			County Indirect Costs = $		904,238								

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2008 TO JUNE 30, 2009
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	$ 1,067,629	$ 0	$ 1,067,629
Adoption Assistance	2,282,606	0	2,282,606
Counseling	687,065	0	687,065
Day Care	50,930	0	50,930
Day Treatment	110,168	0	110,168
Homemaker Service	0	0	0
Intake and Referral	1,599,454	0	1,599,454
Life Skills	656,497	0	656,497
Protective Service - Child Abuse	273,135	0	273,135
Protective Service - General	2,152,376	0	2,152,376
Service Planning	1,410,875	0	1,410,875
Juvenile Act Proceedings	231,167	0	231,167
Alternative Treatment	197	0	197
Community Residential	251,769	0	251,769
Emergency Shelter	175,986	0	175,986
Foster Family	3,909,752	0	3,909,752
Supervised Independent Living	230,478	0	230,478
Juvenile Detention Service	1,193,344	0	1,193,344
Residential Service	1,313,540	0	1,313,540
Secure Residential Service (Except YDC)	0	0	0
YDC/YFC (Non-Secure) - Institutional	73,038	0	73,038
YDC Secure	204,175	0	204,175
Administration	1,147,395	0	1,147,395
Combined Total Expense	19,021,576	0	19,021,576
Less Non-reimbursables	556,007	(11,581)	544,426
Total Net Expense	$ 18,465,569	$ 11,581	$ 18,477,150

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	$ 4,620,593	$ 0	$ 4,620,593
Employee Benefits	1,624,677	0	1,624,677
Subsidies	2,451,104	0	2,451,104
Operating	2,442,974	0	2,442,974
Purchased Services	7,827,038	0	7,827,038
Fixed Assets	55,190	0	55,190
Combined Total Expense	19,021,576	0	19,021,576
Less Non-reimbursables	556,007	(11,581)	544,426
Total Net Expense	$ 18,465,569	$ 11,581	$ 18,477,150

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2008 TO JUNE 30, 2009
ADJUSTMENT SCHEDULE

REPORT REFERENCE			ADJ.		AS REPORTED	INCREASE/	ADJUSTED
SCHEDULE	LINE	COLUMN	NO.	EXPLANATION OF ADJUSTMENTS	OR ADJUSTED	(DECREASE)	TOTAL
				CY-370 Adjustment			
CY-370	4	10	1	Administration - Non-Reimbursable Non PS/Sub.	$ 548,010	$ (11,581)	$ 536,429
				To decrease Non-Reimburseable Expenditures by $11,581 to properly report the amount of Indirect Costs which exceed the two percent cost limitation.			
				Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12			
				CY-370A Adjustment			
CY-370A	3	1-B	2	Adoption Assistance - Title IV-E Maintenance	$ 926,153	$ (488)	$ 925,665
	3	2-G		Foster Family (Dep.) - Title IV-E Maintenance	$ 580,069	$ (306)	$ 579,763
	3	2-I		Supervised Ind. Living (Dep.) - Title IV-E Maintenance	$ 66,203	$ (34)	$ 66,169
	4	1-A		Adoption Service - Title IV-E Administration	$ 129,374	$ (141)	$ 129,233
	4	1-B		Adoption Assistance - Title IV-E Administration	$ 17,827	$ (19)	$ 17,808
	4	1-C		Counseling (Dep.) - Title IV-E Administration	$ 49,079	$ (53)	$ 49,026
	4	1-I		Intake & Referral - Title IV-E Administration	$ 237,695	$ (259)	$ 237,436
	4	1-J		Life Skills (Dep.) - Title IV-E Administration	$ 36,314	$ (40)	$ 36,274
	4	1-L		Protective Services Child Abuse - Title IV-E Admininstration	$ 34,994	$ (38)	$ 34,956
	4	1-M		Protective Services General - Title IV-E Adminstration	$ 304,821	$ (331)	$ 304,490
	4	1-N		Service Planning - Title IV-E Administration	$ 169,454	$ (184)	$ 169,270
	4	2-E		Emergency Shelter (Dep.) - Title IV-E Administration	$ 5,942	$ (11)	$ 5,931
	4	2-G		Foster Family (Dep.) - Title IV-E Administration	$ 92,294	$ (100)	$ 92,194
	4	3-B		Residential Service (Dep.) - Title IV-E Administration	$ 13,206	$ (14)	$ 13,192
	4	4		Administration - Title IV-E Administration	$ 89,583	$ (97)	$ 89,486
				Total Adjustment Amount		$ (2,115)	
				To decrease Federal Title IV-E revenue by $2,115 to include two supplemental invoices which were not included in the Title IV-E Reconciliation Calculation performed by the State Dept. of Human Services - Office of Children, Youth & Families.			
				Title 55 PA Code, Chapter 3170.95(a)(b)			

SECTION 2

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2009 to JUNE 30, 2010

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED
COMPUTATION OF FINAL NET STATE SHARE

Approved State Allocation[1]		$ 10,444,059
Supplemental Act 148		0
Total State Allocation		10,444,059
State Share (CY348)[2]	$ 9,806,414	
Less: Major Service Category Adjustment	0	
Net State Share		$ 9,806,414
Less: Expenditures in Excess of the Approved State Allocation		0
Final Net State Share Payable[3]		$ 9,806,414
Actual Act 148 Revenues Received[4]		9,792,065
Net Amount Due County/(State)[5]		$ 14,349

[1] Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

[2] State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

[3] Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

[4] Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

[5] Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the county received and the Final Net State Share Payable to the county.

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED CY348
FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	923,557	0	122,376	0	0	0	0	0	801,181	801,181	0
02. 90% REIMBURSEMENT	120,051	0	5,524	0	0	0	0	0	114,527	103,074	11,453
03. 80% REIMBURSEMENT	12,048,405	322,901	2,428,970	189,268	160,373	0	0	0	8,946,893	7,157,516	1,789,377
04. 60% REIMBURSEMENT	1,946,382	46,838	78,274	0	0	64,124	0	11,449	1,745,697	1,047,418	698,279
05. 50% REIMBURSEMENT	1,394,450	0	0	0	0	0	0	0	1,394,450	697,225	697,225
06. TOTAL NET CHILD WELFARE EXPEND.	16,432,845	369,739	2,635,144	189,268	160,373	64,124	0	11,449	13,002,748	9,806,414	3,196,334
YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	318,674	0							318,674	191,205	127,469
08. NON-REIMBURSABLE EXPENDITURES	500,059	0	0						500,059		500,059
09. TOTAL EXPENDITURES	17,251,578	369,739	2,635,144	189,268	160,373	64,124	0	11,449	13,821,481	9,997,619	3,823,862

10. IL Grant Funds Reported	0
11. TOTAL HSDF used for Child Welfare	44,033
12. TOTAL TITLE IV-D COLLECTIONS	93,546
13. TITLE IV-D Collections for IV-E Children	31,877
14. STATE ACT 148 - line 6	9,806,414
15. STATE ACT 148 ALLOCATION	10,444,059
16. ADJUSTED STATE SHARE (lower of 14 or 15)	9,806,414

INVOICE	
AMENDED STATE SHARE (ACT 148)	9,806,414
ACT 148 AMOUNT RECEIVED	9,792,065
ADJUSTMENT TO STATE SHARE	14,349

Subsidized Permanent Legal Custodianship	Total Subsidies	Number of Days	Number of Children
SPLC	207,171	9,317	27

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED CY370A
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS		REVENUE SOURCES											
		1	2	3	4	5	6	7	8	9	10	11	12
	IN-HOME	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
1-A	ADOPTION SERVICE	923,557	0		122,376	0		0	0	0	801,181	801,181	0
1-B	ADOPTION ASSISTANCE	2,373,432	0	1,027,194	16,571			0		0	1,329,667	1,063,734	265,933
1-C	COUNSELING - DEPENDENT	552,765	8,710		45,623	96,460	0	0	0	0	401,972	321,578	80,394
1-D	COUNSELING - DELINQUENT	35,654	0		0	29,823	0	0	0	0	5,831	4,665	1,166
1-E	DAY CARE	4,052	0		0	0	0	0	0	0	4,052	3,242	810
1-F	DAY TREATMENT - DEPENDENT	6,100	0		0	3,895	0	0	0	0	2,205	1,764	441
1-G	DAY TREATMENT - DELINQUENT	65,230	0		0	59,090	0	0	0	0	6,140	4,912	1,228
1-H	HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-I	INTAKE & REFERRAL	1,525,170	6,230		220,953	0	0	0	0	0	1,297,987	1,038,390	259,597
1-J	LIFE SKILLS - DEPENDENT	391,852	4,250		33,757	0	0	0	0	0	353,845	283,076	70,769
1-K	LIFE SKILLS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-L	PROTECTIVE SERVICE - CHILD ABUSE	284,539	0		32,529	0	0		0	0	252,010	201,608	50,402
1-M	PROTECTIVE SERVICE - GENERAL	2,163,852	0		283,352	0	0		0	0	1,880,500	1,504,400	376,100
1-N	SERVICE PLANNING	1,345,353	33,553		144,895	0	0	0	0	0	1,166,905	933,524	233,381
1-O	JUVENILE ACT PROCEEDINGS - DEPENDENT	245,000	0		0	0		0	0	0	245,000	122,500	122,500
1-P	JUVENILE ACT PROCEEDINGS - DELINQUENT	0	0		0	0		0	0	0	0	0	0
1-Q	**SUBTOTAL IN-HOME**	9,916,556	52,743	1,027,194	900,056	189,268	0	0	0	0	7,747,295	6,284,574	1,462,721

	COMMUNITY BASED PLACEMENT	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0		0	0		0	0	0	0
2-B	ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0		0	0		0	0	0	0
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	23,889	6,992	0	1,739		0	0		0	15,158	12,126	3,032
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	19,521	0	0	0		0	0		0	19,521	15,617	3,904
2-E	EMERGENCY SHELTER - DEPENDENT	120,051	0	0	5,524	0	0	0	0	0	114,527	103,074	11,453
2-F	EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G	FOSTER FAMILY - DEPENDENT	3,132,019	263,166	405,130	215,125		160,373	0	0	0	2,088,225	1,670,580	417,645
2-H	FOSTER FAMILY - DELINQUENT	0	0	0	0		0	0		0	0	0	0
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	124,977	0	0	2,102		0	0		0	122,875	98,300	24,575
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0		0	0		0	0	0	0
2-K	**SUBTOTAL CBP**	3,420,457	270,158	405,130	224,490	0	160,373	0	0	0	2,360,306	1,899,697	460,609

	INSTITUTIONAL PLACEMENT	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
3-A	JUVENILE DETENTION SERVICE	1,149,450	0						0	0	1,149,450	574,725	574,725
3-B	RESIDENTIAL SERVICE - DEPENDENT	263,488	42,096	0	12,276		0	64,124		0	144,992	86,995	57,997
3-C	RES. SERVICE - DELINQUENT (NON YDC/YFC)	1,223,941	4,742	0	0		0	0		0	1,219,199	731,519	487,680
3-D	SECURE RES. SERVICE (EXCEPT YDC)	0	0							0	0	0	0
3-E	YDC/YFC (NON-SECURE)-Institutional	317,856	0								317,856	190,714	127,142
3-F	YDC SECURE	818	0								818	491	327
3-G	**SUBTOTAL INSTITUTIONAL**	2,955,553	46,838	0	12,276	0	0	64,124	0	0	2,832,315	1,584,444	1,247,871

4	**ADMINISTRATION**	458,953	0		65,998		0	0		11,449	381,506	228,904	152,602

5	**TOTAL REVENUES**	16,751,519	369,739	1,432,324	1,202,820	189,268	160,373	64,124	0	11,449	13,321,422	9,997,619	3,323,803

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED CY370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS		OBJECTS OF EXPENDITURE											
		1	2	3	4	5	6	7	8	9	10	11	12
	IN-HOME	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non-Reimbursable Non PS\Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable
1-A	ADOPTION SERVICE	503,331	176,264		166,897	78,900	473	925,865	576	55	2,308	0	0
1-B	ADOPTION ASSISTANCE	70,965	24,851	2,259,045	18,829	0	67	2,373,757	81	1,345	325	0	0
1-C	COUNSELING - DEPENDENT	195,375	68,420		51,839	237,844	183	553,661	224	57	896	0	0
1-D	COUNSELING - DELINQUENT	0	0		0	35,654	0	35,654	0	56	0	0	0
1-E	DAY CARE	0	0		0	4,052	0	4,052	0	8	0	0	0
1-F	DAY TREATMENT - DEPENDENT	0	0		0	6,100	0	6,100	0	8	0	0	0
1-G	DAY TREATMENT - DELINQUENT	0	0		0	65,230	0	65,230	0	55	0	0	0
1-H	HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-I	INTAKE & REFERRAL	946,209	331,356		251,054	0	889	1,529,508	1,082	0	4,338	0	0
1-J	LIFE SKILLS - DEPENDENT	144,559	50,625		38,355	158,840	136	392,515	166	99	663	0	0
1-K	LIFE SKILLS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
1-L	PROTECTIVE SERVICE - CHILD ABUSE	139,302	48,782		36,963	60,000	131	285,178	159	150	639	0	0
1-M	PROTECTIVE SERVICE - GENERAL	1,213,424	424,932		321,957	207,960	1,141	2,169,414	1,388	68	5,562	0	0
1-N	SERVICE PLANNING	696,076	243,761		184,686	223,366	654	1,348,543	797	264	3,190	0	0
1-O	JUVENILE ACT PROCEEDINGS - DEPENDENT				0	245,000		245,000	0	43	0	0	0
1-P	JUVENILE ACT PROCEEDINGS - DELINQUENT				0	0		0	0	0	0	0	0
1-Q	**SUBTOTAL IN-HOME**	3,909,241	1,368,991	2,259,045	1,070,580	1,322,946	3,674	9,934,477			17,921	0	0
								Number of Children receiving **only** NON-PURCHASED IN-Home Services					4,045
	COMMUNITY BASED PLACEMENT	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non-Reimbursable Non PS\Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable
2-A	ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-B	ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-C	COMMUNITY RESIDENTIAL - DEPENDENT	7,447	2,607	0	1,976	11,886	7	23,923	137	3	34	0	0
2-D	COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	0	19,521	0	19,521	105	2	0	0	0
2-E	EMERGENCY SHELTER - DEPENDENT	23,655	8,283	0	6,274	81,924	23	120,159	1,081	54	108	0	0
2-F	EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G	FOSTER FAMILY - DEPENDENT	323,725	113,366	207,171	271,677	2,217,259	305	3,133,503	59,592	338	1,484	0	0
2-H	FOSTER FAMILY - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-I	SUP. INDEPENDENT LIVING - DEPENDENT	0	0	44,961	0	80,016	0	124,977	21	7	0	0	0
2-J	SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K	**SUBTOTAL CBP**	354,827	124,256	252,132	279,927	2,410,606	335	3,422,083	60,936	404	1,626	0	0
	INSTITUTIONAL PLACEMENT	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	DAYS OF CARE	Children Served (Purchased)	Non-Reimbursable Non PS\Sub.	Non-Reim. Purchased Serv/ Subsidies	Non-Reim. Program Income
3-A	JUVENILE DETENTION SERVICE	0	0		0	1,149,450	0	1,149,450	3,007	131	0	0	0
3-B	RESIDENTIAL SERVICE - DEPENDENT	52,567	18,409		16,994	175,709	50	263,729	2,067	31	241	0	0
3-C	RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0		0	1,223,941	0	1,223,941	7,119	76	0	0	0
3-D	SECURE RES. SERVICE (EXCEPT YDC)	0	0		0	0	0	0	0	0	0	0	0
3-E	YDC/YFC (NON-SECURE)-Institutional	0	0		0	317,856	0	317,856	903	7	0	0	0
3-F	YDC SECURE	0	0		0	818	0	818	2	1	0	0	0
3-G	**SUBTOTAL INSTITUTIONAL**	52,567	18,409	0	16,994	2,867,774	50	2,955,794	13,098	246	241	0	0
4	**ADMINISTRATION**	63,956	22,397	0	852,811	0	60	939,224			480,271	0	0
5	**TOTAL EXPENDITURES**	4,380,591	1,534,053	2,511,177	2,220,312	6,601,326	4,119	17,251,578			500,059	0	0
			County Indirect Costs = $		835,840								

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	$ 924,321	$ 1,544	$ 925,865
Adoption Assistance	2,373,539	218	2,373,757
Counseling	588,715	600	589,315
Day Care	4,052	0	4,052
Day Treatment	71,330	0	71,330
Homemaker Service	0	0	0
Intake and Referral	1,526,605	2,903	1,529,508
Life Skills	392,071	444	392,515
Protective Service - Child Abuse	284,751	427	285,178
Protective Service - General	2,165,692	3,722	2,169,414
Service Planning	1,346,408	2,135	1,348,543
Juvenile Act Proceedings	245,000	0	245,000
Alternative Treatment	0	0	0
Community Residential	43,421	23	43,444
Emergency Shelter	120,087	72	120,159
Foster Family	3,132,510	993	3,133,503
Supervised Independent Living	124,977	0	124,977
Juvenile Detention Service	1,149,450	0	1,149,450
Residential Service	1,487,509	161	1,487,670
Secure Residential Service (Except YDC)	0	0	0
YDC/YFC (Non-Secure) - Institutional	317,856	0	317,856
YDC Secure	818	0	818
Administration	939,028	196	939,224
Combined Total Expense	17,238,140	13,438	17,251,578
Less Non-reimbursables	505,649	(5,590)	500,059
Total Net Expense	$ 16,732,491	$ 19,028	$ 16,751,519

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	$ 4,380,591	$ 0	$ 4,380,591
Employee Benefits	1,520,615	13,438	1,534,053
Subsidies	2,511,177	0	2,511,177
Operating	2,220,312	0	2,220,312
Purchased Services	6,601,326	0	6,601,326
Fixed Assets	4,119	0	4,119
Combined Total Expense	17,238,140	13,438	17,251,578
Less Non-reimbursables	505,649	(5,590)	500,059
Total Net Expense	$ 16,732,491	$ 19,028	$ 16,751,519

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2009 TO JUNE 30, 2010
ADJUSTMENT SCHEDULE

REPORT REFERENCE			ADJ.		AS REPORTED	INCREASE/	ADJUSTED
SCHEDULE	LINE	COLUMN	NO.	EXPLANATION OF ADJUSTMENTS	OR ADJUSTED	(DECREASE)	TOTAL
				CY-370 Adjustments			
CY-370	4	10	1	Administration - Non-Reimbursable Non PS/Sub.	$ 485,861	$ (5,590)	$ 480,271
				To decrease Non-Reimburseable Expenditures by $5,590 to properly report the amount of Indirect Costs that exceed the two percent cost limitation.			
				Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12			
CY-370	1-A	2	2	Adoption Service - Employee Benefits	$ 174,720	$ 1,197	$ 175,917
	1-B	2		Adoption Assistance - Employee Benefits	$ 24,633	$ 169	$ 24,802
	1-C	2		Counseling (Dependent) - Employee Benefits	$ 67,820	$ 465	$ 68,285
	1-I	2		Intake and Referral - Employee Benefits	$ 328,453	$ 2,250	$ 330,703
	1-J	2		Life Skills (Dependent) - Employee Benefits	$ 50,181	$ 344	$ 50,525
	1-L	2		Protective Services C.A. - Employee Benefits	$ 48,355	$ 331	$ 48,686
	1-M	2		Protective Services General - Employee Benefits	$ 421,210	$ 2,885	$ 424,095
	1-N	2		Service Planning - Employee Benefits	$ 241,626	$ 1,655	$ 243,281
	2-C	2		Community Res. (Dep.) - Employee Benefits	$ 2,584	$ 18	$ 2,602
	2-E	2		Emergency Shelter (Dep.) - Employee Benefits	$ 8,211	$ 56	$ 8,267
	2-G	2		Foster Family (Dependent) - Employee Benefits	$ 112,373	$ 770	$ 113,143
	3-B	2		Residential Services (Dep.) - Employee Benefits	$ 18,248	$ 125	$ 18,373
	4	2		Administration - Employee Benefits	$ 22,201	$ 152	$ 22,353
				Total Adjustment Amount		$ 10,417	
				To increase Emplyee Benefits by $10,417 because 1st and 2nd quarter Family Group Decision Making (FGDM) Grant funds, which are not to be included on the Expenditure Report, were erroneously deducted twice from the Expenditure Report. The 1st quarter amount was $5,620 and 2nd quarter amount was $6,245. In addition, the agency erroneously did not deduct the 3rd quarter FGDM Grant FICA amount of ($1,448) from the Expenditure Report.			
				Title 55 PA Code, Chapter 3170.95(a)(b) OCYF Bulletin 3140-06-06			
CY-370	1-A	2	3	Adoption Service - Employee Benefits	$ 175,917	$ 347	$ 176,264
	1-B	2		Adoption Assistance - Employee Benefits	$ 24,802	$ 49	$ 24,851
	1-C	2		Counseling Dependent - Employee Benefits	$ 68,285	$ 135	$ 68,420
	1-I	2		Intake and Referral - Employee Benefits	$ 330,703	$ 653	$ 331,356
	1-J	2		Life Skill (Dependent) - Employee Benefits	$ 50,525	$ 100	$ 50,625
	1-L	2		Protective Services C.A. - Employee Benefits	$ 48,686	$ 96	$ 48,782
	1-M	2		Protective Services General - Employee Benefits	$ 424,095	$ 837	$ 424,932
	1-N	2		Service Planning - Employee Benefits	$ 243,281	$ 480	$ 243,761
	2-C	2		Community Res. (Dep.) - Employee Benefits	$ 2,602	$ 5	$ 2,607
	2-E	2		Emergency Shelter (Dep.) - Employee Benefits	$ 8,267	$ 16	$ 8,283
	2-G	2		Foster Family (Dependent) - Employee Benefits	$ 113,143	$ 223	$ 113,366
	3-B	2		Residential Services (Dep.) - Employee Benefits	$ 18,373	$ 36	$ 18,409
	4	2		Administration - Employee Benefits	$ 22,353	$ 44	$ 22,397
				Total Adjustment Amount		$ 3,021	
				To increase retirement employee benefits by $3,021 to properly report the agency's allocation of the 2009 and 2010 county pension contributions. The agency did not report retirement employee benefits, but the County made a contribution to the pension plan in 2010.			
				Title 55 PA Code, Chapter 3170.47(f) Administrative Bulletin 99-93-08			

SECTION 3

STATUS OF PRIOR ENGAGEMENT FINDING AND RECOMMENDATION

STATUS OF PRIOR AUDIT FINDING FOR FISCAL YEAR JULY 1, 2006 TO JUNE 30, 2007

Finding – Lackawanna County Children and Youth Services did not perform a reconciliation of agency records to county records.

During our current engagement scope period, we found that, beginning with the fiscal year ended June 30, 2008, the County transitioned to a new computer system which enabled the Children and Youth agency to perform monthly reconciliations of agency and County records; therefore, we concluded that the agency implemented appropriate corrective action to address our prior engagement finding.

SECTION 4

CURRENT ENGAGEMENT FINDING AND RECOMMENDATION

Finding: Failure to Conduct Annual Time Studies

Condition: The Lackawanna County Children and Youth Agency failed to conduct annual time studies for the 2008-2009 and 2009-2010 fiscal years. While the agency did allocate its general operating expenses among the various cost centers on the CY-370 Expenditure Reports submitted to the Department of Human Services for each fiscal year, the time study used to allocate the general operating expenses for both fiscal years was the time study that was conducted in 2007 and used to allocate general operating expenditures for the 2006-2007 fiscal year.

Criteria: *Title 55 Pa. Code, § 3170.91(c) related to fiscal management – financial reporting requirements of the County Agency, state, in part:*

The Department has the authority to prescribe the format, instructions, and time at which the county agency shall submit to the Department annual plans, annual estimates of expenditures and revisions, as well as expenditure and income reports.

Federal Office of Management and Budget (OMB) A-122, attachment B, #8 Compensation for personal services, (m) support of salaries and wages; guidance on Personnel Activity Reports

(1) Charges to awards for salaries and wages, whether treated as direct costs or indirect costs, will be based on documented payrolls approved by a responsible official(s) of the organization. The distribution of salaries and wages to awards must be supported by personnel activity reports, as prescribed in subparagraph (2), except when a substitute system has been approved in writing by the cognizant agency.

Cause: The agency was not aware that a time study must be conducted during the same fiscal year for which the costs are being allocated.

Effect: The use of a time study that was not based on cost information from the fiscal year of the costs being allocated resulted in inappropriate allocation of the agency's general operating expenses among the various cost centers on the CY-370 Expenditure Reports submitted to the Department of Human Services for the 2008-2009 and 2009-2010 fiscal years and, therefore, lead to inappropriate reimbursement of Act 148 state funding.

Recommendation: The Lackawanna County Children and Youth Agency should establish policies and procedures to ensure that time studies are conducted annually and that the time studies used to allocate the costs included on the agency's submitted CY-370 Expenditure Reports are based on the cost information from the fiscal year of the costs being allocated.

Agency Response: The agency was not aware of the requirement to conduct annual time studies, but will now ensure they are completed for each fiscal year going forward.

LACKAWANNA COUNTY CHILDREN AND YOUTH AGENCY
REPORT DISTRIBUTION LIST

This report was originally distributed to the following:

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