

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF PUBLIC WELFARE

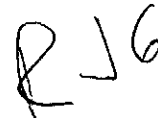
MAR 30 2011

SPECIAL TRANSMITTAL

SUBJECT: Deadline of Fiscal Year 2011-2012
Pre-Contractual Fiscal Documentation

TO: County Commissioners and County Executives
County Children and Youth Administrators/Directors
Chief Juvenile Probation Officers
County Children and Youth Fiscal Officers
Private Children and Youth Social Service Agencies

FROM: Richard J. Gold, Deputy Secretary
Office of Children, Youth and Families



PURPOSE:

To clarify the Office of Children, Youth and Families' (OCYF's) position regarding the submission deadline of Fiscal Year 2011-12 pre-contractual fiscal documentation discussed in Bulletin 3170-10-02.

DISCUSSION:

OCYF continues to value the relationship with our stakeholders. Our continued effort in improving all shared services, efforts and tasks can cause a need for clarification of direction. In the spirit of continuing evaluation and being responsive to changing needs, OCYF would like to clarify the April 15, 2011 initial submission deadline in OCYF Bulletin 3170-10-02.

If the provider is unable to submit the materials by April 15, 2011, this memorandum is to request that the provider notify the county reviewer and provide the estimated date of submission. Furthermore, we are requesting that the county reviewer notify the regional lead and OCYF of the estimated date of submission in order to continue clear communications between the state, the counties and the providers.

Thank you for your continued effort as we all grow and improve.

c: Mr. Cliff C. Crowe
Mr. Michael J. Laird
OCYF/File