

ACS DISCHARGE GRANT



The **Administration for Children's Services (ACS)** protects and promotes safety and well-being of New York City's children and families by providing child welfare, juvenile justice, and early care and education services.

OVERVIEW:

In 2017, ACS reinstated the **Discharge Grant**, which includes **funding of up to \$1,000** to assist youth aging out of foster care with essential items needed when moving into their apartment.

The Discharge Grant will cover items such as home goods, MetroCard, food, furniture, toiletries, etc.

- ACS will not reimburse sales tax
- A TV larger than 50 inches will not be reimbursed
- Other entertainment electronics (video games etc.) will not be reimbursed

ELIGIBILITY

- Youth must have been in continuous care of ACS for at least nine months**
- Approved APPLA goal**
Discharge Grant is also available for parents who have youth returning to their care or youth being discharged to a fit and willing relative
- Youth cannot be over 21.5 years of age unless on an approved CCS21+**
- An approved discharge plan**
For example, youth signing themselves out of care must have a viable and approved discharge plan to be eligible
- Youth must not have received a discharge grant for two years**
Applicable to youth who sign themselves out of care but then return

APPLYING

The Case Planner or Housing Specialists can apply for the discharge grant after a discharge conference has been held.

In order to receive reimbursement from ACS, the agency fiscal department must complete the **Discharge Grant Itemized Invoice** and the **Discharge Grant Detail Reimbursement Request**.

See [Appendix I13 Discharge Grant Reimbursement Request Forms](#)

The agency must also submit the **Connections Progress Note** must outline the trial or final discharge conference and/or approval of the plan by the agency director or a court order ordering the grant to be dispersed.

Payment requests and supporting documents should be sent to DFS.SPPT@acs.nyc.gov.

Any questions about this process should be directed to Cheryl Church (Cheryl.Church@acs.nyc.gov)

COACH TIPS

Ideally this grant will be applied for prior to the youth moving into their apartment

- It is crucial to push for the Discharge Conference to take place as soon as a youth receives their offer or move in letter

At times, agencies' processes for applying for reimbursement can interfere with securing furniture and home goods for the young person promptly.

- Therefore, it is important that the Coach assist in getting a Trial Discharge Conference scheduled as soon as the youth is offered an apartment.
- If the agency allows purchases off Amazon, the Coach can also expedite the process by make a shopping list with the youth.
- If Amazon purchases are not permitted by the agency, the Coach can work with the youth to make an itemized list of items they need to expedite the approval process.

See [Appendix I14 Home Goods Checklist](#) for a list of items that young people will need for their apartment!