

**UNITED STATES BANKRUPTCY COURT
EASTERN DISTRICT OF NEW YORK**

In re:

SHELTERING ARMS CHILDREN AND FAMILY
SERVICES, INC.,

Debtor.

Chapter 11

Case No. 24-41037 (JMM)

Ref. Docket Nos. 2-12, 14-15

CERTIFICATE OF SERVICE

I, CASSANDRA MURRAY, hereby certify that:

1. I am employed as a Senior Case Manager by Epiq Corporate Restructuring, LLC, with their principal office located at 777 Third Avenue, New York, New York 10017. I am over the age of eighteen years and am not a party to the above-captioned action.
2. I caused to be served the:
 - a. “Debtor’s Motion for Interim and Final Orders Authorizing Continued Use of the Debtor’s: (A) Cash Management System; (B) Bank Accounts; (C) Business Forms; (D) Granting a Limited Waiver of Section 345 Investment and Deposit Requirements; and (E) Granting Related Relief,” dated March 7, 2024 [Docket No. 2], (the “Cash Management Motion”),
 - b. “Debtor’s Motion for Interim and Final Orders: (A) Authorizing Payment of Prepetition Wages, Compensation, Employee Benefits, and Other Obligations; (B) Authorizing and Directing Banks to Honor Checks and Electronic Funds Transfer Requests With Respect Thereto; and (C) Granting Related Relief,” dated March 7, 2024 [Docket No. 3], (the “Wage Motion”),
 - c. “Debtor's Motion for Interim and Final Orders Authorizing the Debtor to (A) Continue its Existing Insurance Policies and Related Agreements; (B) Renew, Revise, Amend, Supplement, Modify, or Enter Into New Insurance Policies as Needed in the Debtor’s Business Judgment; (C) Pay Certain Prepetition Insurance Premiums, Claims and Related Expenses; and (D) Granting Related Relief,” dated March 7, 2024 [Docket No. 4], (the “Insurance Motion”),
 - d. “Debtor’s Motion for Entry of Interim and Final Orders: (A) Prohibiting Utilities From Altering, Refusing or Discontinuing Service to, or Discriminating Against the Debtor; (B) Determining Utilities are Adequately Assured of Payment; and (C) Establishing Procedures for Determining Requests for Adequate Assurance of Payment; and (D) Granting Related Relief,” dated March 7, 2024 [Docket No. 5], (the “Utility Motion”),

- e. “Motion for Order Pursuant to Bankruptcy Rules 1007(A)(5) and 1007(C) Extending Time for Filing of Schedules and Statements,” dated March 7, 2024 [Docket No. 6], (the “Extension Motion”),
- f. “Motion of the Debtor for Entry of an Order: (A) Authorizing the Debtor to Prepare a List of Creditors in Lieu of a Formatted Mailing Matrix; and (B) Approving the Form and Manner of Notice of Commencement of the Debtor’s Chapter 11 Case,” dated March 7, 2024 [Docket No. 7], (the “Matrix Motion”),
- g. “Motion of the Debtor for Entry of an Administrative Order Establishing Case Management Procedures,” dated March 7, 2024 [Docket No. 8], (the “Case Management Motion”),
- h. “Debtor’s Motion for Entry of an Order: (A) Authorizing the Implementation of Procedures to Maintain and Protect Confidential Information of Certain Former Clients of the Debtor; and (B) Granting Related Relief,” dated March 7, 2024 [Docket No. 9], (the “Confidentiality Motion”),
- i. “Debtor’s Application for Entry of an Order Appointing Epiq Corporate Restructuring, LLC as Claims and Noticing Agent for the Debtor Pursuant to 28 U.S.C. § 156(C), 11 U.S.C. § 105(A), and E.D.N.Y. Administrative Order No. 658 Effective as of the Petition Date,” dated March 7, 2024 [Docket No. 10], (the “Epiq Application”),
- j. “Affidavit of Judith Pincus Pursuant to Local Bankruptcy Rule 1007-4 and in Support of First Day Motions,” dated March 7, 2024 [Docket No. 11], (the “Pincus Declaration”),
- k. “Index of First Day Motions of Sheltering Arms Children and Family Services, Inc.,” filed on March 7, 2024 [Docket No. 12], (the “Index”),
- l. “Order Scheduling Hearing on Shortened Notice to Consider Debtor’s ‘First Day’ Motions,” dated March 7, 2024 [Docket No. 14], (the “Order Scheduling Hearing”), and
- m. “Notice of Hearing to Consider ‘First Day’ Motions,” dated March 8, 2024 [Docket No. 15], (the “Notice of Hearing”),

by causing true and correct copies of the:

- i. Cash Management Motion, Wage Motion, Insurance Motion, Utility Motion, Extension Motion, Matrix Motion, Case Management Motion, Confidentiality Motion, Epiq Application, Pincus Declaration and Index to be delivered via facsimile to those parties listed on the annexed Exhibit A, on March 7, 2024,
- ii. Cash Management Motion, Wage Motion and Index to be delivered via facsimile to those parties listed on the annexed Exhibit B, on March 7, 2024,

- iii. Insurance Motion and Index to be delivered via facsimile to those parties listed on the annexed Exhibit C, on March 7, 2024,
- iv. Cash Management Motion, Wage Motion, Insurance Motion, Utility Motion, Extension Motion, Matrix Motion, Case Management Motion, Confidentiality Motion, Epiq Application, Pincus Declaration, Index, Order Scheduling Hearing and Notice of Hearing to be enclosed securely in separate postage pre-paid envelopes and delivered via overnight mail to those parties listed on the annexed Exhibit D, on March 8, 2024,
- v. Cash Management Motion, Wage Motion, Index, Order Scheduling Hearing and Notice of Hearing to be enclosed securely in separate postage pre-paid envelopes and delivered via overnight mail to those parties listed on the annexed Exhibit E, on March 8, 2024,
- vi. Insurance Motion, Index, Order Scheduling Hearing and Notice of Hearing to be enclosed securely in separate postage pre-paid envelopes and delivered via overnight mail to those parties listed on the annexed Exhibit F, on March 8, 2024,
- vii. Utility Motion, Index, Order Scheduling Hearing and Notice of Hearing to be enclosed securely in separate postage pre-paid envelopes and delivered via overnight mail to those parties listed on the annexed Exhibit G, on March 8, 2024,
- viii. Cash Management Motion, Wage Motion, Insurance Motion, Utility Motion, Extension Motion, Matrix Motion, Case Management Motion, Confidentiality Motion, Epiq Application, Pincus Declaration, Index, Order Scheduling Hearing and Notice of Hearing to be delivered via electronic mail to those parties listed on the annexed Exhibit H, on March 8, 2024,
- ix. Cash Management Motion, Wage Motion, Index, Order Scheduling Hearing and Notice of Hearing to be delivered via electronic mail to those parties listed on the annexed Exhibit I, on March 8, 2024,
- x. Insurance Motion, Index, Order Scheduling Hearing and Notice of Hearing to be delivered via electronic mail to those parties listed on the annexed Exhibit J, on March 8, 2024,
- xi. Utility Motion, Index, Order Scheduling Hearing and Notice of Hearing to be delivered via electronic mail to those parties listed on the annexed Exhibit K, on March 8, 2024,
- xii. Order Scheduling Hearing and Notice of Hearing to be delivered via facsimile to those parties listed on the annexed Exhibit A, on March 8, 2024,

- xiii. Order Scheduling Hearing and Notice of Hearing to be delivered via facsimile to those parties listed on the annexed Exhibit B, on March 8, 2024, and
 - xiv. Order Scheduling Hearing and Notice of Hearing to be delivered via facsimile to those parties listed on the annexed Exhibit C, on March 8, 2024.
3. All envelopes utilized in the service of the foregoing contained the following legend:
“LEGAL DOCUMENTS ENCLOSED. PLEASE DIRECT TO THE ATTENTION OF ADDRESSEE, PRESIDENT OR LEGAL DEPARTMENT.”

/s/ Cassandra Murray
Cassandra Murray

EXHIBIT A

Sheltering Arms Children and Family Services, Inc. - Case No. 24-41037-JMM
Core Fax Service List

Name	ATTN	Fax Number
Corp Counsel for the City of New York	ATTN Sylvia Hinds-Radix	212-356-1148
Dormitory Authority of New York		518-257-3100
New Jersey Manufacturers Insurance Co		609-704-8737
New York State Attorney General	ATTN Leticia James	518-650-9401
New York State Attorney General	ATTN Leticia James	212-416-6003
OFFICE OF THE U.S. TRUSTEE EASTERN DISTRICT OF NY	ATTN Jeremy S. Sussman, Esq.	212-668-2255
UNITED STATES ATTORNEY'S OFFICE FOR THE EASTERN DISTRICT OF NEW YORK		718-254-7508
Willkie Farr & Gallagher LLP	ATTN Loren Flath, Associate	212-728-8985
Willkie Farr & Gallagher LLP	ATTN Daniel Durschlag	212-728-8985
Willkie Farr & Gallagher LLP	ATTN Caitlin Cosby	212-728-8985

EXHIBIT B

Sheltering Arms Children and Family Services, Inc. - Case No. 24-41037-JMM
Banks Email Service List

Name	Attention	Fax Number
TD BANK	ATTN RYAN O. MCCABE, VP	212-206-9126
U.S. CITI COMMERCIAL BANK	ATTN JIDE OGUNDIPE, VP	817-727-8174

EXHIBIT C

Sheltering Arms Children and Family Services, Inc. - Case No. 24-41037-JMM
Insurance Broker Fax Service List

Name	Fax Number
KINSALE INSURANCE COMPANY	804-673-5697
LEXINGTON INSURANCE COMPANY	855-805-4125
NEW JERSEY MANUFACTURERS INSURANCE CO	609-704-8737
PHILADELPHIA INDEMNITY INSURANCE CO	610-617-7940
PHILADELPHIA INDEMNITY INSURANCE CO	610-617-7940
PHILADELPHIA INDEMNITY INSURANCE CO	610-617-7940
TRAVELERS CASUALTY & SURETY CO	888-460-6622

EXHIBIT D

SERVICE LIST

Claim Name	Address Information
25 BROADWAY OFFICE PROPERTIES	ATTN NEIL H. KOSHER, CONTROLLER ONE STATE PLAZA, 29TH FLOOR NEW YORK NY 10004
CORP COUNSEL FOR THE CITY OF NEW YORK	ATTN: SYLVIA HINDS-RADIX 100 CHURCH ST. NEW YORK NY 10007
DORMITORY AUTHORITY OF NEW YORK	CORPORATE HEADQUARTERS 515 BROADWAY ALBANY NY 12207-2964
FIRST COMMERCE	ATTN DAVID E WALL, SR LOAN PORTFLIO MGR 155 'B' AVENUE, SUITE 300 LAKE OSWEGO OR 97034
INTERNAL REVENUE SERVICE	290 BROADWAY, 5TH FL NEW YORK NY 10007
INTERNAL REVENUE SERVICE	CENTRALIZED INSOLVENCY P.O. BOX 7346 PHILADELPHIA PA 19101-7346
MORGAN STANLEY PRIVATE BANK	ATTN LETTER OF CREDIT DEPARTMENT 1300 THAMES STREET, WHARF 4TH FL. BALTIMORE MD 21231
NEW YORK POOLED PRI FUND, LLC	ATTN JOHN MACINTOSCH, MANAGING PARTNER 420 LEXINGTON AVENUE, SUITE 300 NEW YORK NY 10170
NEW YORK STATE ATTORNEY GENERAL	ATTN: LETICIA JAMES 28 LIBERTY STREET, 16TH FLOOR NEW YORK NY 10005
NEW YORK STATE ATTORNEY GENERAL	ATTN: LETICIA JAMES 1 EMPIRE STATE PLAZA THE CAPITOL ALBANY NY 12224
NEW YORK STATE DEPT OF TAXATION & FINANCE	BANKRUPTCY SECTION PO BOX 5300 ALBANY NY 12205-0300
OFFICE OF THE U.S. TRUSTEE	EASTERN DISTRICT OF NY ALEXANDER HAMILTON CUSTOM HOUSE ONE BOWLING GREEN, ROOM 510 NEW YORK NY 10004-1408
OFFICE PEOPLE DEVELOPMENTAL	DISABILITIES NEW YORK STATE OFFICE EILEEN HAYES, 44 HOLLAND AVE. ALBANY NY 12229
PENSION BENEFIT GUARANTY CORPORATION	ATTN: LEGAL DEPARMENT 445 12TH STREET WASHINGTON DC 20024-2101
SEACHANGE CAPITAL PARTNERS	ATTN JOHN MACINTOSCH, MANAGING PARTNER 420 LEXINGTON AVENUE, SUITE 300 NEW YORK NY 10170
UNITED STATES ATTORNEY'S OFFICE	FOR THE EASTERN DISTRICT OF NEW YORK 271 CADMAN PLAZA EAST BROOKLYN NY 11201
UNITED STATES TRUSTEE	JEREMY SUSSMAN EXECUTIVE OFFICE FOR U.S. TRUSTEES 441 G STREET, NW SUITE 6150 WASHINGTON DC 20530
WILLKIE FARR & GALLAGHER LLP	ATTN LOREN FLATH, ASSOCIATE 787 SEVENTH AVENUE NEW YORK NY 10019
WILLKIE FARR & GALLAGHER LLP	ATTN DANIEL DURSCHLAG 787 SEVENTH AVENUE NEW YORK NY 10019
WILLKIE FARR & GALLAGHER LLP	ATTN CAITLIN COSBY 787 SEVENTH AVENUE NEW YORK NY 10019

Total Creditor count 20

SERVICE LIST

Claim Name	Address Information
25 BROADWAY OFFICE PROPERTIES, LLC	ATTN NEIL H. KOSHER, CONTROLLER ONE STATE STREET PLAZA, 29TH FLOOR NEW YORK NY 10004
25 BROADWAY OFFICE PROPERTIES, LLC	C/O MALAPERO PRISCO & KLAUBER, LLP ATTN ANDREW L. KLAUBER 271 MADISON AVENUE, 17TH FL NEW YORK NY 10016
25 BROADWAY OFFICE PROPERTIES, LLC	C/O OLSHAN FROME WOLOSKY LLP ATTN JOSPEH WEINER 1325 AVENUE OF THE AMERICAS NEW YORK NY 10019
AMERICAN EXPRESS	PO BOX 1270 NEWARK NJ 07101-1270
AMERICAN EXPRESS	ATTN MATTHEW HEIMANN, GCO 200 VESEY ST NEW YORK NY 10285
APEX MECHANICAL CORP	2800 WEBSTER AVE BRONX NY 10458
BRISCOE PROTECTIVE SYSTEMS INC.	99 MARK TREE ROAD, SUITE 201 CENTEREACH NY 11720-2276
DE LAGE LANDEN	ATTN MARIA FARZETTA 1111 OLD EAGLE SCHOOL ROAD WAYNE PA 19087-1453
DE LAGE LANDEN	PO BOX 41602 PHILADELPHIA PA 19101-1602
HEALTHFIRST	100 CHURCH STREET NEW YORK NY 10007
IMA SYSTEMS LLC	32 BROADWAY, SUITE 614 NEW YORK NY 10004
IRON MOUNTAIN	2 SUN COURT NORCROSS GA 30092
NETSMART TECHNOLOGIES, INC.	11100 NALL AVE OVERLAND PARK KS 66211
NEW JERSEY MANUFACTURERS INSURANCE	CO 301 SULLIVAN WAY WEST TRENTON NJ 08628
NYC ADMINISTRATION FOR CHILDRENS	SERVCES 150 WILLIAMS STREET NEW YORK NY 10038
NYC DEPARTMENT OF EDUCATION	52 CHAMBERS STREET NEW YORK NY 10007
NYC DEPT OF YOUTH & COMMUNITY	DEVELOPMNT 2 LAFAYETTE STREET NEW YORK NY 10013
NYC DEPT OF YOUTH & COMMUNITY	DEVELOPMNT 156 WILLIAMS STREET 6TH FL NEW YORK NY 10038
NYS DEPARTMENT OF LABOR	BUILDING 12 W.A. HARRIMAN CAMPUS ALBANY NY 11226
NYS DEPARTMENT OF LABOR	UNEMPLOYMENT INSURANCE DIVISION HARRIMAN STATE OFFICE CAMPUS ALBANY NY 12240
NYS OFFICE OF THE MEDICAID	INSPECTOR GEN 800 NORTH PEARL STREET ALBANY NY 12240
PENSION BENEFIT GUARANTY	CORPORATION 445 12TH STREET, SW WASHINGTON DC 20024-2101
PRIDE HEALTHCARE LLC	420 LEXINGTON AVE 30TH FLOOR NEW YORK NY 10170
PRIDE HEALTHCARE LLC	420 LEXINGTON AVE SUITE 22220 NEW YORK NY 10170
QUANTUM STRATEGIES, LLC	1 COOPERSHAWK LANE CHADDS FORD PA 19317
TEMPOSITIONS HEALTH CARE, INC.	622 THIRD AVENUE -39TH FL. NEW YORK NY 10017
TSAFON ASSOCIATES, LLC	C/O BRAUN MANAGEMENT INC. 160 BROADWAY, 1ST FLOOR NEW YORK NY 10038

Total Creditor count 27

SHELTERING ARMS CHILDREN AND FAMILY SERVICES, INC.

Case No. 2441037 (JMM)

First Class Mail Additional Service List

NYS ATTORNEY GENERAL
ATTN: DONNA COLE-PAUL
1 COMMERCE PL 99
ALBANY, NY, 12231

DORMITORY AUTHORITY OF NEW YORK
CORPORATE HEADQUARTERS
ATTN: KIMBERLY CARPENTER
515 BROADWAY
ALBANY, NY 12207

OFFICE PEOPLE DEVELOPMENTAL DISABILITIES
NEW YORK STATE OFFICE
ATTN: SUSAN B MILSTEIN, ESQ.
44 HOLLAND AVE
ALBANY, NY 12229

GREENBERG TRAUIG, LLP
COUNSEL TO AFFINITY LEGACY
ATTN: TRICIA ASARO, ESQ.
54 STATE STREET
ALBANY, NY 12207

DORMITORY AUTHORITY OF NEW YORK
CORPORATE HEADQUARTERS
ATTN: FREDERICK W. CLARK, ESQ, ASST GENERAL COUNSEL
515 BROADWAY
ALBANY, NY 12207

EXHIBIT E

SERVICE LIST

Claim Name	Address Information
TD BANK	ATTN RYAN O. MCCABE, VP 202 WEST 23RD STREET NEW YORK NY 10011
U.S. CITI COMMERCIAL BANK	ATTN JIDE OGUNDIPE, VP 6400 LAS COLINAS BLVD IRVING TX 75039

Total Creditor count 2

EXHIBIT F

SERVICE LIST

Claim Name	Address Information
ACE AMERICAN INSURANCE COMPANY	1133 AVENUE OF THE AMERICAS 32ND FLOOR HARTFORD CT 06183
KINSALE INSURANCE COMPANY	2035 MAYWILL ST, SUITE 100 RICHMOND VA 23230
LEXINGTON INSURANCE COMPANY	99 HIGH STREET, FLOOR 24 BOSTON MA 02110
NEW JERSEY MANUFACTURERS INSURANCE	CO 301 SULLIVAN WAY WEST TRENTON NJ 06828
PHILADELPHIA INDEMNITY INSURANCE CO	ONE BALA PLAZA, SUITE 100 BALA CYNWYD PA 19004
TRAVELERS CASUALTY & SURETY CO	OF AMERICA ONE TOWER SQUARE HARTFORD CT 06183

Total Creditor count 6

EXHIBIT G

SERVICE LIST

Claim Name	Address Information
ADVANCED TECHNOLOGY GROUP, INC.	15 W 39TH STREET 13TH FLOOR NEW YORK NY 10018
PRESIDIO NETWORK SOLUTIONS	PENN 1 PENNSYLVANIA PLAZA #2501 NEW YORK NY 10019
SPECTRUM BUSINESS	CHARTER COMMUNICATIONS 4211 BROADWAY NEW YORK NY 10022
VERIZON	257 EAST FORDHAM ROAD BRONX NY 10458
VOCAL IP NETWORK	15 W 39TH STREET 13TH FLOOR NEW YORK NY 10018

Total Creditor count 5

EXHIBIT H

Sheltering Arms Children and Family Services, Inc. - Case No. 24-41037-JMM
Core/Top 20/NOA's Email Service List

Name	Email Address
25 Broadway Office Properties	neil@wolfsongroup.com
American Express	matthew.heimann@aexp.com
Apex Mechanical Corp	natashal@apexmechcorp.com
Briscoe Protective Systems Inc.	accounting@briscoeprotective.com
De Lage Landen	sfantini@leasedirect.com
DORMITORY AUTHORITY OF NEW YORK	kcarpent@dasny.org
DORMITORY AUTHORITY OF NEW YORK	fwclark@dasny.org
First Commerce	davewall@firstcommercellc.com
GREENBERG TRAURIG, LLP	tricia.asaro@gtlaw.com
HealthFirst	yhassan@healthfirst.org
IMA SYSTEMS LLC	zevi@imasys.com; naomi@imasys.com
Iron Mountain	lea.yco@ironmountain.com
Malaper Prisco & Klauber, LLP	defense@malaperoprisco.com; aklauber@malaperoprisco.com
Morgan Stanley Private Bank	megan.auslaender@morganstanley.com; crystal.k.ho@ms.com
Netsmart Technologies, Inc.	msheppard@ntst.com; ar@ntst.com
New Jersey Manufacturers Insurance Co	rwagner@njm.com
New York Pooled PRI Fund, LLC	jmacintosh@seachangeap.org
NYC Administration for Childrens Services	joseph.cardieri@acs.nyc.gov
NYC Department of Education	lvladeck@schools.nyc.gov
NYC Dept of Youth & Community Developmnt	cpress@dycd.nyc.gov; tdawkins@dycd.nyc.gov
NYS ATTORNEY GENERAL	donna.cole-paul@ag.ny.gov
NYS Office of the Medicaid Inspector Gen	collections@omig.ny.gov
OFFICE OF THE U.S. TRUSTEE EASTERN DISTRICT OF NY	jeremy.s.sussman@usdoj.gov
Office People Developmental Disabilities	info@opwdd.ny.gov
OFFICE PEOPLE DEVELOPMENTAL DISABILITIES	susan.b.milstein@opwdd.ny.gov
Olshan Frome Wolosky LLP	jweiner@olshanlaw.com
Pension Benefit Guaranty Corporation	wadge.zoe@pbgc.gov
Pride Healthcare LLC	tim.tobin@pride-health.com; accounting@pride-health.com
Quantum Strategies, LLC	william.rizzo@qs2500.com; accounting@qs2500.com
SeaChange Capital Partners	jmacintosh@seachangeap.org
TemPositions Health Care, Inc.	rjainarine@tempositions.com; gavancena@tempositions.com
Tsafon Associates, LLC	info@braunre.com
Willkie Farr & Gallagher LLP	lflath@willkie.com
Willkie Farr & Gallagher LLP	ddurschlag@willkie.com
Willkie Farr & Gallagher LLP	ccosby@willkie.com

EXHIBIT I

Sheltering Arms Children and Family Services, Inc. - Case No. 24-41037-JMM
Banks Email Service List

Name	Attention	Email Address
TD BANK	ATTN RYAN O. MCCABE, VP	Ryan.McCabe@TD.com
U.S. CITI COMMERCIAL BANK	ATTN JIDE OGUNDIPE, VP	Jide.e.ogundipe@citi.com

EXHIBIT J

Sheltering Arms Children and Family Services, Inc. - Case No. 24-41037-JMM
Insurance Broker Email Service List

Name	Email Address
KINSALE INSURANCE COMPANY	newclaimnotices@kinsaleins.com; marketing@kinsaleins.com; jessica.updike@kinsaleins.com

EXHIBIT K

Sheltering Arms Children and Family Services, Inc. - Case No. 24-41037-JMM
Utilities Email Service List

Name	Email Address
ADVANCED TECHNOLOGY GROUP, INC.	pakiza@atrg.com
PRESIDIO NETWORK SOLUTIONS	rdmule@presidio.com
VOCAL IP NETWORKX	arty@vocalip.com