

CALIFORNIA DEPARTMENT OF AGING

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PROGRAM MEMO

CDA 1014 (Rev. 10/17)

TO: Area Agencies on Aging		NO.: PM 17-10
SUBJECT:		DATE ISSUED: December 1, 2017
Financial Alignment Contract (F2-1718) Budget and Reporting Information		EXPIRES: April 30, 2018
REFERENCES:		SUPERSEDES: N/A
PROGRAMS AFFECTED:	<input type="checkbox"/> All <input type="checkbox"/> Title III-B <input type="checkbox"/> Title III-C1/C2 <input type="checkbox"/> Title III-D <input type="checkbox"/> Title III-E <input type="checkbox"/> Title VII <input type="checkbox"/> Title V <input type="checkbox"/> HICAP <input checked="" type="checkbox"/> Other: Financial Alignment	

Purpose

This Program Memo (PM) provides funding information and specifies reporting requirements for your December 1, 2017 – April 30, 2018 State Fiscal Year (SFY) 2017-18 Financial Alignment (FA) original contract (F2-1718).

All contract-related documents, including Budget Displays and the Local Assistance Contract Checklist (CDA 9007), can be found on the [Area Agencies on Aging \(AAA\) page](#) of the California Department of Aging's (CDA) website.

Funding

The total FA funding amount for the F2-1718 contract is the unspent FA-1516 contract balance of \$342,815 from the 2014 FA Grant.

Allocation Methodology

To determine each Area Agency on Aging's (AAA) FA allocation, CDA used the methodology described in the Financial Alignment Contract F2-1718 Allocation Methodology document found on the [Area Agencies on Aging \(AAA\) - Budget Displays page](#) of CDA's website. This document provides a description of the allocation methodology for federal FA funding for the F2-1718 contract.

Request for Funds and Expenditure Reports

To request funds, AAAs must use the FA Monthly Expenditure Report and Request for Funds or Reimbursement (CDA 245FA) found on the [Area Agencies on Aging \(AAA\) - Fiscal Forms and Documents page](#) of CDA's website.

For guidance on reporting expenditures, refer to the FA Monthly Expenditure Report and Request for Funds or Reimbursement Instructions (CDA 245i) found on the [Area Agencies on Aging \(AAA\) - Fiscal Forms and Documents page](#) of CDA's website.

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Request for Funds and Expenditure Reports (Continued)

CDA will not process payments for the F2-1718 contract until the AAA's original FA Budget (CDA 229FA) and the FA Work Plan Template (CDA 7001) are approved and the Contract is fully executed. Both the FA Budget (CDA 229FA) and FA Work Plan Template (CDA7001) can be found on the [Area Agencies on Aging \(AAA\) - Fiscal Forms and Documents page](#) of CDA's website.

Deadlines

AAAs must submit the FA Budget (CDA 229FA) and the FA Work Plan Template (CDA 7001) as soon as possible, but no later than 30 days from the date of this PM.

Additionally, the following deadlines are footnoted on the Budget Display within Exhibit B of the Contract:

- Expenditures
 - Closeout reports
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Contract Language Updates

All contract language updates are identified in the Contract Summary of Changes for Financial Alignment Contract F2-1718 found on the [Area Agencies on Aging \(AAA\) – Contract Summaries of Changes page](#) of CDA's website.

Inquiries

For programmatic and data inquiries, contact your CDA FA Specialist with the HICAP Team at HICAPTeam2@aging.ca.gov.

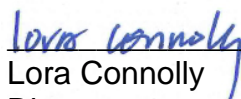
For program fiscal inquiries, contact your assigned CDA Program Fiscal Team Specialist at FiscalTeam@aging.ca.gov.

For fiscal allocations and budget display inquiries, please contact the CDA Budget Team at Budgets@aging.ca.gov.

For payment inquiries, contact the CDA Accounting Team at CDA.Accounting@aging.ca.gov.

Director's Message

The Department appreciates your ongoing efforts to assist Dually Eligible Medicare and Medi-Cal beneficiaries to make informed choices in selecting their health care options, understanding their rights, and in resolving issues that may arise. We look forward to our continued collaboration with you given HICAP's important role in the Cal MediConnect Initiative.


Lora Connolly
Director