

CALIFORNIA DEPARTMENT OF AGING

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PROGRAM MEMO

CDA 1014 (Rev. 02/14)

TO: Area Agencies on Aging		NO.: PM 16-10
SUBJECT:		DATE ISSUED: October 28, 2016
Health Insurance Counseling and Advocacy Program State Fiscal Year 2016-17 Contract Budget and Reporting Information Amendment #1		EXPIRES: June 30, 2017
REFERENCES:		SUPERSEDES:
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 checked="" type="checkbox"/> HICAP <input type="checkbox"/> Other:	

Purpose

This Program Memo (PM) provides budget information and specifies reporting requirements for your State Fiscal Year (SFY) 2016-17 Health Insurance Counseling and Advocacy Program (HICAP) Contract Amendment #1.

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

Funding

CDA is amending the contract to reflect the reallocation of \$129,313 in unspent federal funds carried over from SFY 2015 to SFY 2016.

Allocation Methodology

The reallocated amount to each Planning and Service Area was based on the amount reported as unexpended funding in the federal fund closeout from the SFY 2015-16 HICAP Contract. Therefore, those AAAs who fully expended their 2015-2016 HICAP Contract will not have a 2016-17 HICAP Contract Amendment #1.

Request for Funds

AAAs must submit request for funds on the HICAP Monthly Expenditure Report/Request for Funds (CDA 245).

CDA will not process payments for these reallocated funds for SFY 2016-17 until the AAA's Amendment HICAP Budget (CDA 229) is approved and the Contract Amendment is fully executed.

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Deadlines

AAAs must submit the [HICAP Budget \(CDA 229\)](#) as soon as possible, but no later than 30 days from the date of this PM, and the form can be found on [Fiscal Forms and Documents - Area Agencies on Aging - California Department of Aging - State of California](#)

The HICAP Financial Closeout Report of federal funds for the period of July 1, 2016 through March 31, 2017 is due no later than May 15, 2017 and can be found in the link location above; and

The HICAP Contract financial Closeout Report of State funds for the entire contract period and the federal funds for the period of April 1, 2017 through June 30, 2017 is due no later than August 15, 2017. This report will be available by April 1, 2017 in the same link location above.

Contract Language Updates

This contract amendment does not contain any changes to the original SFY 2016-17 contract language.

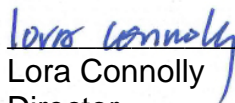
Inquiries

For programmatic inquiries, contact your assigned CDA HICAP Specialist.

For fiscal inquiries, contact your assigned CDA Fiscal Team Specialist.

Director's Message

This supplemental funding provides additional HICAP resources to help more Medicare beneficiaries in making informed choices about their health care and long term care insurance options, and in assisting them when navigating complex insurance billing and appeal issues. The Department appreciates your efforts to make consumers aware of and link them to your local HICAP for assistance. We look forward to our continued collaboration with you to support the valuable services that HICAP provides.



Lora Connolly
Director