

DEPARTMENT OF AGING

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**PROGRAM MEMO**

TO: AREA AGENCY ON AGING DIRECTORS	NO.: PM 10-11(P)
SUBJECT: Fiscal Year 2010-11 Title V, Senior Community Service Employment Program Contracts and Original Title V SCSEP Budget	DATE ISSUED: April 21, 2010
REVISED	EXPIRES: June, 30 2011
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 checked="" type="checkbox"/> Title V <input type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input type="checkbox"/> Title VII <input type="checkbox"/> ADHC <input type="checkbox"/> Other: _____	
REASON FOR PROGRAM MEMO: <input type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input checked="" type="checkbox"/> Other Specify: <u>Transmit FY 2010-11 Title V SCSEP Contracts</u>	
INQUIRIES SHOULD BE DIRECTED TO: Your AAA-Based Team Fiscal Specialist	

This Program Memo (PM) transmits your Fiscal Year (FY) 2010-11 Title V Senior Community Service Employment Program (SCSEP) Planning Estimate and Original Contract. The federal funds included are based on the prior year federal allocation from the Department of Labor.

Processing TimeframesTitle V SCSEP Contracts

Please sign and return all four copies of the contract (Std 213) with original signatures to:

California Department of Aging
 Contracts and Business Services Section
 1300 National Drive, Suite 200
 Sacramento, CA 95834

Title V SCSEP Budgets

Your original FY 2010-11 Title V SCSEP Budget (CDA 35) is due to your assigned AAA-Based Team Fiscal Specialist **as soon as possible, but no later than 30 days from the date of this PM**. This budget should reflect the amounts allocated in the Title V Budget Display attached to your FY 2010-11 Title V SCSEP Contract and must be submitted electronically to the Fiscal and Contracts Team using the Team's Title V fiscal email boxes.

Title V SCSEP Payments

As a reminder, FY 2010-11 Title V payments will not be processed until the original FY 2010-11 Title V SCSEP Budget is approved and the FY 2010-11 Title V SCSEP Contract is returned to and fully executed by the Department.

A handwritten signature in blue ink that reads "Lynn Daucher". The signature is written in a cursive style and is positioned above the printed name and title.

Lynn Daucher
Director

Attachments (Contract package will be mailed to the Agency Contract Representative.)