

CALIFORNIA DEPARTMENT OF AGING

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PROGRAM MEMO

CDA 1014 (Rev. 04/11)

TO: Area Agency on Aging Directors	NO.: PM 12-08(P) (Revised)
SUBJECT: Area Plan Fiscal Year 2012-13 Area Plan Budget Display and Contract	DATE ISSUED: May 4, 2012
REVISED:	EXPIRES: June 30, 2013
REFERENCES: Older Americans Act Amendments of 2006	SUPERSEDES: PM 12-07(P), PM 12-08(P)
PROGRAMS AFFECTED: <input type="checkbox"/> All <input checked="" type="checkbox"/> Title III-B <input checked="" type="checkbox"/> Title III-C1/C2 <input checked="" type="checkbox"/> Title III-D <input checked="" type="checkbox"/> Title III-E <input type="checkbox"/> Title V <input type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input checked="" type="checkbox"/> Title VII <input type="checkbox"/> ADHC <input checked="" type="checkbox"/> Other: NSIP	
REASON FOR PROGRAM MEMO: <input type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input checked="" type="checkbox"/> Other: Transmit FY 12-13 Area Plan Budget Displays and Contracts	

Purpose

The purpose of this Program Memo (PM) is to transmit your Area Plan (AP) Budget Display and contract for Fiscal Year (FY) 2012-13. The California Department of Aging (CDA) did not issue Planning Estimates for Area Plan allocations in advance of this PM.

Funding Allocation

As detailed below, the total federal funding for Titles III and VII declined between Federal Fiscal Year (FFY) 2011 and FFY 2012.

Program	FFY 2011	FFY 2012	Difference
Title III B	\$ 36,119,018	\$ 36,037,733	\$ -81,285
Title III C1	43,329,271	43,263,238	-66,033
Title III C2	21,788,413	21,871,061	82,648
Title III D	2,127,762	2,123,744	-4,018
Title III E	15,325,773	15,382,312	56,539
Title VII A (Elder Abuse)	1,684,324	1,690,680	6,356
Title VII A (Ombudsman)	498,865	497,038	-1,827
Total	\$ 120,873,426	\$ 120,865,806	\$ -7,620

At present, CDA does not have final information about the FFY 2012 Nutrition Services Incentive Program (NSIP) funding level. However, CDA anticipates that in FFY 2012 the NSIP funding level will be slightly lower than in FFY 2011.

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Allocation Methodology

Federal Title III Funding

To allocate federal funds, CDA:

- Allocated federal funds using population factors consistent with federal requirements.
- Used the best available data to determine the number of persons with characteristics corresponding to each population factor.
- Used the following data sources to determine the number of persons with characteristics corresponding to each population factor:

Population Factors	Data Source
Non-Minority 60+	2010 Census
Minority 60+	2010 Census
Low Income	2005-2009 American Community Survey Special Tabulation
Geographic Isolation	2000 Census
Medi-Cal Eligible	Department of Health Care Services

State Funding

To allocate State Title III General Fund (GF), CDA:

- First allocated GF to match designated federal funds as mandated by federal regulations.
- Allocated the remaining GF for Maintenance of Effort to bring AAAs to a funding level consistent with the previous year’s total allocation for selected funds. CDA makes this Maintenance of Effort adjustment to the degree possible with available funds.

Note: CDA did not have sufficient funds to fully fund Maintenance of Effort.

Ombudsman Federal Funding

To allocate federal funds for the Ombudsman Program, CDA:

- Provided each Area Agency on Aging (AAA) with \$35,000 in baseline funding, unless the number of long-term care facility (i.e., skilled nursing facility, intermediate care facility, and residential care facility) beds in its Planning and Service Area (PSA) is below 500 beds, and the number of long-term facilities is fewer than 10. AAAs that fall below this threshold received a lower baseline allocation.
- Allocated the balance of federal funds pursuant to Welfare and Institutions (W&I) Code Section 9719.5 using the following factors:

Factor	Percentage
Number of Long-Term Care Facilities	50 percent
Number of Long-Term Care Beds	40 percent
Square Miles in the PSA	10 percent

Allocation Methodology, Continued

Ombudsman Federal Funding, *continued*

- Used the following data sources for bed and facility data:

Facility Type	Data Source
Residential Care Facilities	Department of Social Services, Community Care Licensing
Skilled Nursing and Intermediate Care Facilities	Department of Public Health, Licensing and Certification Division

Ombudsman Special Funds

To allocate Special Funds for the Ombudsman Program, CDA:

- Allocated funds from the Skilled Nursing Facility Quality and Accountability Fund pursuant to W&I Code Section 9719.5.
- Allocated funds from the State Health Facilities Citations Penalties Account of the Special Deposit Fund based on the number of skilled nursing facility beds in the PSA.

New Title III D Expenditure Guideline

Guidelines for expending Title III D Preventive Health Program funds have changed as follows:

- **All Title III D Program activities must be evidence-based and evaluated as effective.**
- **Title III D Program funds no longer need to be used for Medication Management.**

Note: CDA will issue separate guidance on Title III D Program requirements by May 31, 2012.

Budget Submission Instructions

AAAs must submit their Original Area Plan Budget (CDA 122) for FY 2012-13 in the following manner:

- Incorporate the amounts shown in your Budget Display (attached to this PM).
- Include Ombudsman Special Funds in the AP Budget (CDA 122).
- Submit the Original Area Plan Budget electronically to your AAA-Based Team Fiscal Specialist.

Budget Submission Due Date

AAAs must submit their Original Budget forms as soon as possible, but no later than 30 calendar days from the date of this PM.

Expenditure Reports and Requests for Funds

- AAAs must use the California Aging Reporting System to report Title III and VII monthly expenditures and request funds.
- For Ombudsman Special Funds, CDA will issue separate guidance for reporting monthly expenditures and making fund requests by May 31, 2012.
- CDA will not process payments for FY 2012-13 until your Original FY 2012-13 AP Budget (CDA 122) is approved and the contract fully executed.

Expenditure Deadline

June 30, 2013

Fiscal Inquiries

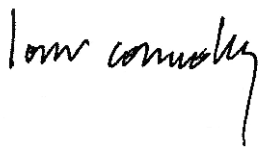
Contact your assigned AAA Fiscal Team Specialist.

Attachments

- **Area Plan 2012-13 Budget Displays and Contracts.**
- **An electronic copy of the original FY 2012-13 AP Budget (FY 12-13 CDA 122 Rev. 4/12) is available at the CDA website at: [http://www.aging.ca.gov/ProgramsProviders/AAA/Fiscal Form Documents/](http://www.aging.ca.gov/ProgramsProviders/AAA/Fiscal_Form_Documents/)**

Contract Package

Contract packages will be mailed to each Area Agency on Aging Contract Representative separately from this PM.



Lora Connolly
Director