

CALIFORNIA DEPARTMENT OF AGING

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PROGRAM MEMO

CDA 1014 (Rev. 01/13)

TO: Participating Area Agencies on Aging Directors	NO.: PM 14-04 (P)
SUBJECT: MIPPA Medicare Improvements for Patients and Providers Act	DATE ISSUED: March 07, 2014
REVISED	EXPIRES: September 29, 2014
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 V <input type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input type="checkbox"/> Title VII <input type="checkbox"/> CBAS <input checked="" type="checkbox"/> Other: HICAP	

Purpose

This Program Memo (PM) transmits your Contract and Budget Display for contract activities funded under the California Department of Aging's (CDA) federal Medicare Improvements for Patients and Providers Act (MIPPA) grant.

This award is authorized by Section 119 of the MIPPA 2008, Public Law 110-275, as amended by the Patient Protection and Affordable Care Act of 2010 and reauthorized by the American Taxpayer Relief Act of 2012.

Grant Activities

CDA has received this one-year non-competitive grant from the federal government to:

- Assist in expanding Medicare beneficiary enrollment in the Prescription Drug Benefit Low-Income Subsidy (LIS) program, the Medicare Savings Program (MSP), and Medicare Part D.
- Expand outreach and enrollment efforts related to Medicare Part D in rural areas.
- Expand outreach activities related to preventing disease and promoting wellness.

Contract Information

The contract is identified as the "MI-1314" contract to distinguish it from the earlier "MIPPA" and "2MIPPA" contracts, neither of which is still active. The MI-1314 contract term is from February 14, 2014, to September 29, 2014.

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**Allocations,
Distributions
&
Expenditure
Deadlines**

CDA will distribute the total grant of \$901,746 as follows:

- \$346,001 to participating Area Agencies on Aging (AAA), to be distributed according to the Intrastate Funding Formula.
- \$375,050 to the State Health Insurance and Assistance Program (SHIP), to be distributed to participating Health Insurance Counseling and Advocacy Programs (HICAP) using standard HICAP factors.
- \$180,695 to participating Aging and Disability Resource Centers (ADRC), to be distributed according to the number of Medicare beneficiaries in each participating ADRC service area.

CDA will distribute the contract funds as follows:

- Sixty percent of the funds in State Fiscal Year (SFY) 2013-14; these funds must be spent by June 30, 2014.
 - Forty percent of the funds in SFY 2014-15; these funds must be spent by September 29, 2014.
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**Documents
Required Prior
to Distribution
of Funds**

CDA must receive and approve the following documents before contract funds can be released:

- MIPPA Budget Form (CDA 229m)
- Project Plan
- Fully Executed Contract

Note: CDA must have a fully executed contract on file before funds can be released.

**Budget
Submission
Instructions &
Due Dates**

Each AAA must submit its MIPPA Budget form (CDA 229m) in the following manner:

- Incorporate the amounts shown in your Budget Display.
- Specify the maximum allowable administration amounts found in the Budget Display.
- Submit MIPPA Budget form (CDA 229m) electronically to your assigned CDA AAA Fiscal Team Specialist.
- Download the form and instructions at:
http://www.aging.ca.gov/ProgramsProviders/AAA/Fiscal_Form_Documents/

Due Date: The budget form must be submitted no later than 30 days from the date of this PM.

Closeout

Two Closeouts are required at the end of the contract period. The Closeouts must be submitted no later than 30 days from the end of the contract period, October 29, 2014

Closeout
continued

Closeouts must include:

- Contract funds budgeted for sixty percent in SFY 2013-14
 - Contract funds budgeted for forty percent in SFY 2014-15
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MIPPA Project Plan

Each participating AAA must submit a project plan that:

- Clearly describes the activities that will be performed by each of the MIPPA entities: AAA, HICAP, and ADRC (where applicable).
- Explains how the AAA will coordinate with its local HICAP and ADRC (where applicable) to meet the data reporting requirements specified by CDA and evaluate progress in meeting the contract performance benchmarks.
- Is submitted on the CDA MIPPA Project Plan Template.

You may download the template and instructions from the CDA website:

<http://www.aging.ca.gov/ProgramsProviders/AAA/MIPPA>.

Required Data Reporting

Each contracting AAA is responsible for collecting and reporting the required data from all MIPPA providers in its respective Planning and Service Area. This includes HICAPs, ADRCs (where applicable), and other aging network providers conducting MIPPA activities.

In each reporting period, the contracting AAA will submit an aggregate report using the 2013-2014 MIPPA Reporting Tool. The numbers should not be broken down by AAA, ADRC, HICAP, or other subcontractor. To submit the report, use the 2013-14 MIPPA Reporting Tool:

- You may download the Reporting Tool, instructions, and performance benchmarks from the CDA website:
<http://www.aging.ca.gov/ProgramsProviders/AAA/MIPPA>
- Submit a completed MIPPA Reporting Tool to hicapteam@aging.ca.gov by the following dates:
 - April 15, 2014
 - July 15, 2014
 - October 15, 2014

The contracting AAAs will also submit two six-month narrative reports, due on April 15, 2014, and October 15, 2014.

Note: HICAPs must use the Statewide HICAP Automated Reporting Program (SHARP) system to report applications, enrollment assistance, and/or events that fall within the terms and conditions of the MIPPA grant. This applies to HICAPs only, not AAAs or ADRCs.

Data Reporting Period

The data reporting period is October 1, 2013, through September 29, 2104. You may report data retroactively. If you choose to do this, submit the retroactive data as part of your first report, which is due on April 15, 2014.

Note: You cannot report expenditures or request funds for any period prior to the contract start date.

Contract Packages

CDA will mail contract packages under separate cover to participating AAAs' contract representatives.

Questions


For program-related questions, please contact Ellen Goodwin, Aging Programs Analyst, at ellen.goodwin@aging.ca.gov or (916) 419-7590.

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

Attachment

This PM includes the following attachment:

- MI-1314 Contract Budget Display, Exhibit B
http://www.aging.ca.gov/ProgramsProviders/AAA/AAA_Budget_Displays/


Lora Connolly
Director