

CALIFORNIA DEPARTMENT OF AGING**Division of Administrative Services**

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**CONTRACT RELEASE MEMO**

To: Area Agencies on Aging (AAAs)

CM No: 21-13

SUBJECT: Area Plan Amendment #3 (AP-2122)

- Federal American Rescue Plan Act (ARPA) Funding,
- One-Time-Only (OTO) Unspent Federal Fiscal Year (FFY) 2021 Area Plan Funding, and
- Time-Only Extension for Nutrition Augmentation [General Funds (GF)] and Ombudsman Increased Quarterly Visit (GF)

ISSUE DATE: February 7, 2022

CONTRACT TERM: July 1, 2021 through September 30, 2024

SUPERSEDES: N/A

PROGRAM AFFECTED: OLDER AMERICANS ACT TITLE III-B, III-C-1, III-C-2, III-D, III-E; AND TITLE VII

Purpose:

This Contract Release Memo (CM) provides funding information and specific reporting requirements for your Fiscal Year (FY) 2021-22 Area Plan (AP) Amendment #3 Contract (AP-2122).

Please refer to your original contract email for all contract documents, including Budget Displays and Local Assistance Checklist (CDA 9007A).

Funding Updates:

The AP-2122 Amendment #3 contract includes ARPA allocations in the amount of \$131,451,111. The funding amount was based on the federal Notice of Award amount from the Administration for Community Living (ACL) to fund COVID-19 response activities specific to California's Older Americans Act of 1965 Title III and Title VII programs.

Additionally, this amendment includes the unspent OTO funding from the FY 20-21 Area Plan Contract. The OTO funding is reallocated to AAAs via the Intrastate Funding Formula (IFF). The OTO funding will be included on the original FY 2021-22 Area Plan Budget Display.

This amendment also includes a time-only extension for the GF Nutrition Augmentation funding and the GF Ombudsman Increased Quarterly Visit funding. As a result of the influx of federal funds, new GF investments, and the Home and Community Base Services (HCBS) package, the California Department of Aging (CDA) has elected to offer the AAA network additional time to spend down increased GF Nutrition Augmentation and GF Ombudsman Increased Quarterly Visits allocations.

The expenditure period for these specific funds is extended until June 30, 2023. CDA will issue remaining allocations following the FY 21-22 Area Plan closeout.

Contract Language Updates:

New Terms and Conditions related to the COVID-19 ARPA funding can be found in the new Exhibit G of this amended agreement.

Request for Funds and Expenditure Reports:

CDA will not process payments for AP-2122 Amendment #3 until the AAA's contract is fully executed. Budgets are not required for the ARPA funding. Budgets are required for the OTO funding. CDA will work with individual partners who have low expenditure rates on spend plans to provide technical assistance with the goal of ensuring all allocated funding is spent within the designated expenditure periods.

Upon execution of AP-2122 Amendment #3:

- CDA will disburse 25% of their ARPA allocations as soon as FY 2021-22 AP-2122 Am #3 is signed and executed.
- CDA will disburse 50% of their ARPA allocations when the initial 25% of the ARPA allocation is reported as expended.
- CDA will disburse the final 25% of their ARPA allocations when 75% of the ARPA allocation is reported as expended.

CDA will complete all ARPA Requests for Funds on behalf of the AAAs.

Monthly Expenditure Reports are due no later than the last business day of each month unless otherwise specified by CDA. The forms can be found under the Area Plan Documents section of the [Fiscal Forms and Documents](#) page on CDA's website.

FY 21-22 Area Plan Closeout Dates:

Funding:	Closeout Date:
OAA Area Plan Funding	06/30/2022
Consolidated Appropriations Act, Elder Justice and Ombudsman Robotic Pet	9/30/2022
General Fund Nutrition Augmentation	6/30/2023
General Fund Ombudsman	6/30/2023
ARPA	9/30/2024

Inquiries:

For any financial inquiries, please email the CDA Local Finance Bureau (previously the Program Fiscal Team) at: finance@aging.ca.gov.

For any payment inquiries, please email the CDA Accounting Management Bureau at: CDA.Accounting@aging.ca.gov.

For any contract related inquiries, please email the CDA Business Management Bureau at:
BMBContractAnalyst@aging.ca.gov.

/S/

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cc: Sutep Laohavanich, Deputy Director, Division of Home and Community Living
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