



**Area Agency on Aging, Region VI**  
**MEETING OF THE**  
**ADVISORY COUNCIL ON AGING**

**DATE: Thursday, October 19, 2023**

**TIME: 10:00 A.M. – 12:00 P.M.**

**In-person @**

**United Methodist Church 124 South Curtis Ave. Willcox, Arizona 85643**  
**or**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/89533666403?pwd=MG9JSVJCeWJkL1pucFFNcnBodWczdz09>**

**Meeting ID: 895 3366 6403**

**Passcode: 145262**

**• +1 360 209 5623 US**

**• +1 386 347 5053 US**

**AGENDA**

I	CALL TO ORDER/PLEDGE ALLEGIANCE/INTRODUCTIONS Presentation by SEAHEC COVID-19 Vaccine access Presentation by SEAGO-AAA Central Intake	FRANK MONTOYA LUPITA GONZALEZ RAMONA MACMURTRIE	2
II	ACTION ITEMS 1. Approval of the July 20, 2023 minutes 2. Open floor for nominations to vacant seats	FRANK MONTOYA FRANK MONTOYA	3 6
III	INFORMATION ITEMS A. SFY24 Allocations 1. Alerts a. ALERT_07.17.23_SF2024 b. AAA 8-10-23 Housing Plan Alert c. 8-Alert_8_15_2023 B. ISB distribution C. Area Plan On Aging updates D. SEAGO-AAA Program Updates	LAURA VILLA LAURA VILLA LAURA VILLA LAURA VILLA LAURA VILLA LAURA VILLA LAURA VILLA	7 9 28 34 40 49 55
IV	MEMBER/STAFF INFORMATION EXCHANGE	FRANK MONTOYA	
V	SCHEDULE OF NEXT MEETING <b>JANUARY 18, 2023</b> (third Thursday of the quarter)	FRANK MONTOYA	
VI	ADJOURNMENT	FRANK MONTOYA	

\*\*\*Agenda items requiring action by the Advisory Council on Aging. NOTE: All agenda items are subject to action by the Advisory Council on Aging. Individuals with disabilities who require special accommodations may contact Michele Miller at (520) 432-2528 extension 220 at least 72 hours before the meeting to request such accommodations.



# ADVISORY COUNCIL ON AGING PACKET

---

**MEMO TO:** ADVISORY COUNCIL ON AGING  
**FROM:** LAURA VILLA, AREA AGENCY ON AGING DIRECTOR  
**DATE:** OCTOBER 19, 2023  
**SUBJECT:** SEAGO-AAA CENTRAL INTAKE (CI) & SEAHEC VACCINE  
ACCESS PRESENTATION

---

Description:

SEAHEC collaborated with the SEAGO-Area Agency on Aging in its efforts to educate and raise awareness on the Covid-19 vaccines and for the past couple of years, we have found ourselves at the end of this agreement. Lupita is here to present to you the outcomes of her final report.

The **Central Intake (CI)** unit at SEAGO-AAA was initially put in place to help with the call volume during the COVID-19 pandemic. It was noted that this integration would become effective by bringing case management in-house in two of the four counties we serve; the AAA team made this possible. Ramona will provide us with a presentation of what it consists of, its effectiveness, and more.

Attachments: None

Action Requested

☒ Information Only

Action Requested Below



**Area Agency on Aging, Region VI**  
**Meeting Minutes**  
**ADVISORY COUNCIL ON AGING**

**I CALL TO ORDER/PLEDGE ALLEGIANCE/INTRODUCTIONS**

President Frank Montoya called the meeting to order at 10:05 am  
Members recited the Pledge of Allegiance

**Direct Advocacy & Resource Center-Home Modification Program**

Lupita Munoz and Gail Bouchee, Direct Advocacy & Resource Center, spoke to the group on the Rural Home Access Program. The Rural Home Access Program helps low-income homeowners ages 62+, age in place, stay in their own homes. The program covers Cochise, Graham, Greenlee, Pinal, Santa Cruz, and the rural Maricopa and Pima Counties areas.

**SEAGO Mobility Management-Transportation Voucher Program**

Jessica Aguayo, SEAGO Regional Mobility Manager, presented a PowerPoint presentation on the SEAGO Transportation Program and bus voucher program. Free bus passes are available for medical appointments, Pharmacy, and Food travel.

**II ACTION ITEMS**

**1. Approval of the April 20, 2023 minutes**

Gary Clark requested a correction on the minutes.

Gary Clark moved to approve the April 20, 2023 minutes, with the correction of Gary Clark stating that the Douglas Senior Center is now hosting breakfast at 7 a.m. Arnoldo Montiel seconded. The motion passed unanimously by those present.

**2. Open floor for nominations to vacant seats**

Director Laura Villa reviewed the need for the nomination to fill the vacant seat in Santa Cruz County Unincorporated. She recommended Ricardo Martinez, Quality Assurance Compliance Officer under the Adult Protection Services (APS), and holds a Bachelor of Science in Human Services/Management.

Ricardo Martinez stated he is aware of the needs of the elderly and is excited to be nominated for the position.

Jaime Aguilar moved to appoint Ricardo Martinez to the ACOA board representing Santa Cruz County Incorporated. Arnoldo Montiel seconded the motion. The motion passed unanimously by those present.

**3. ACOA nominee consideration**

Laura Villa noted the ACOA vacancies in Bisbee and Pima.

### **III INFORMATION ITEMS**

#### **A. Slate of Officers**

Laura Villa reviewed the slate of officers for the fiscal year 2024. The list of officers is listed in the packet.

#### **B. SFY24 Allocations**

- 1. Alert**
- 2. ISB distribution**
- 3. SB1720 fund**

Laura Villa reviewed the May 2023 Alert issued by DES-DAAS with the ACOA Board, ISB distribution, and SB1720 Funding.

#### **C. Area Plan Action Items update**

Laura Villa informed the ACOA board that the Area Action Plan 2023-24 was approved on July 19, 2023. She reviewed how the AAA coordinators will present the five goals to the Board in the ACOA packet. This reporting style will keep everyone on task and help with the end-of-year reporting.

#### **D. SEAGO-AAA Program Updates**

Laura Villa reported on AAA Program updates. Under partnerships, she noted that she will be traveling to Greenlee to present to the Knights of Columbus, asking for their participation in the SAWs program.

#### **E. GACA report**

No report at this time

### **IV MEMBER/STAFF INFORMATION EXCHANGE**

**Lisa Lane** Field of Honor, VA Resources get-together is planned in November.

**Sue Baz** requested the flyers for the Case Manager and Nutrition Program Coordinator be emailed to her. She can post them on the Healthy Tombstone page, and she will get the word out. The Tombstone Health Fair went well in May, but they will look for a different venue next year. June was a successful food drive.

**Dr. Montiel** reported that the Santa Cruz Council on Aging Congregate meal site had lost Marcos as an employee after nine years. Dr. Montiel has committed to another year of running the site. At the site, they served 2,125 in June.

**Eva McElroy** reported on the successful countywide food drive; the Salvation Army was the hub for the food drive. They partnered with St. Vincent De Paul and the Legacy Foundation to thousands of pounds of food and filled pantries across our area. Their first food drive was a success, and they plan to do it again. They are participating in the annual Veterans Stand Down in August. They participate in the monthly city-sponsored event, the first Tuesdays of the month, housing insecure and homeless, with 110 meals served at their site daily—participation with other agencies.

**Kathy Spangler** stated that she and Banner Health participated with AAA, the Southeast Arizona

Elder Abuse Taskforce, and Elder Abuse Awareness in June

**Stephanie Estrada**, SEACUS, stated their programs are growing fast, and breakfast is picking up. They are fully staffed at this time and have a capacity for services.

**Leslie Lambert**, a past ACOA member, spoke about the impact on our elderly and most vulnerable and passed out information on preparing for emergencies.

**Jane A. Hancox** noted that their senior center now has WiFi. Wednesday at the center is bingo from 2-4 p.m.; on Tuesdays and Thursdays, they host exercise classes. On Mondays at the center, they host an art class; on Fridays, they watch TMC movies.

**Ricky Martinez** stated he is happy to be on the board and is soaking up all the information presented.

**Gary Clark** reported on Taco Tuesday, DARC's successful funding event. He serves on two committees in the City of Douglas, positions outlined by their bylaws. He serves on the Transit Committee, Douglas Rides, which has several stops in Sierra Vista. He also serves on the Housing Committee, serving Division of Developmental Disabilities, and individuals in the area. He has served his community for twenty years, taking care of neighbors and friends, that then become family. That is the beauty of living in a small community, a little help from everyone improves everyone's quality of life.

**Carrie Gibbons**, Case Manager Coordinator, reported the AAA case managers had put together a red dot program to identify the elderly and the most vulnerable in case of emergencies or disasters.

## **V SCHEDULE OF NEXT MEETING OCTOBER 19, 2023**

President Frank Montoya reminded all of the next meeting date, October 19, 2023.

## **VI ADJOURNMENT**

Jaime Aguilar moved to adjourn the quarterly meeting of the Advisory Council on Aging at 12:30 p.m. Gary Clark seconded the motion. Motion passed by all members present. Meeting adjourned.

\*\*\*Agenda items requiring action by the Advisory Council on Aging. NOTE: All agenda items are subject to action by the Advisory Council on Aging. Individuals with disabilities who require special accommodations may contact Michele Miller at (520) 432-2528 extension 220 at least 72 hours before the meeting to request such accommodations.



# ADVISORY COUNCIL ON AGING PACKET

---

**MEMO TO:       ADVISORY COUNCIL ON AGING**  
**FROM:           LAURA VILLA, AREA AGENCY ON AGING PROGRAM DIRECTOR**  
**DATE:           OCTOBER 19, 2023**  
**SUBJECT:       NOMINATIONS TO VACANT SEATS**

---

The Advisory Council on Aging's (ACOA) revised bylaws dated November 20, 2015, state, under Article III-Membership section 1, that the ACOA consists of eight representatives from Cochise County, four from Graham, and three from Greenlee and Santa Cruz County.

Section 2 states that at least ten of the eighteen members shall be age sixty or older and shall include persons in greatest economic or social need, minority individuals, and participants in services funded through the SEAGO Area Agency on Aging.

Section 9 states that members appointed by the SEAGO Executive Board shall serve three years (3). Each member shall be limited to two (2) consecutive terms. However, a previous member can be reappointed if a vacancy cannot be filled in 90 days. The Advisory Council on Aging may submit a member to the Executive Board for reappointment for an additional term.

**There are currently two (2) vacant seats, and members are selected to represent incorporated cities, towns, and the unincorporated portions of each county. The current vacancies apply to Cochise County, the City of Bisbee, and Graham County, the Town of Pima.**

Nominated representatives will commence their term on the date once approved and appointed by the SEAGO Executive Board, scheduled for **November 17, 2023**. There are currently no nominations to be made.

Action Requested:                      Information Only                      ☒ Action Requested Below

**Proposed representatives to the SEAGO Executive Board for appointment to fill vacancies.**



# ADVISORY COUNCIL ON AGING PACKET

---

**MEMO TO:** ADVISORY COUNCIL ON AGING  
**FROM:** LAURA VILLA, AREA AGENCY ON AGING DIRECTOR  
**DATE:** OCTOBER 19, 2023  
**SFY 24 ALLOCATIONS/ONE-TIME AAA AND \$5M HOUSING**  
**SUBJECT:** PLAN ALERTS

---

## Description:

1. **Alert issued on 7-17-2023** reflects additional funds in the Senior Medicare Patrol for SFY24, additional ARPA funds, and technical assistance towards the Home Delivered Meals Scope of Work (SOW). As usual, funds received are allocated and shown in the attached SFY24 ISB. Funds in SMP are prorated to cover the end of May 2024.

DES-DAAS formed a committee with members from each of the seven regional AAAs to provide feedback and recommendations to update the Home Delivered Meals Scope of Work to work closely with the changes to the Older American Act, our State Unit on Aging and, most importantly, taking into consideration each AAA unique functionality.

2. **Alert issued on August 10, 2023**, reflects the plan for the Area Agencies on Aging to carry out the requirements of the one-time funds of \$5M of Non-Lapsing funds to pass through the Area Agencies on Aging for housing assistance for individuals aged 60 years of age and older. The criteria for services will be as follows:
  - a) Rental Assistance, mortgage assistance, property taxes, HOA assistance, utility assistance, home repair/modification (home must be owned). Including HVAC repair, move-in and out costs, and hotel stays while home repair/modification is being completed if needed.
  - b) The benefit cap is \$4,000 per household individual
  - c) Self Report income is accepted, household size, self-attestation that the family has first tried to apply for ***Low Income Home Energy Assistance Program (LIHEAP), Emergency Rental Assistance Program (ERAP), Homeowner Assistance Fund (HAF)***, or other funding and been denied or exhausted.
  - d) submit a monthly report with the required demographics
  - e) No more than 10% will be granted for Administration Costs
  - f) Will provide DES-DAAS with a year spending plan to continue the funding
  - g) Will prioritize APS clients after the above requirements are met.

SEAGO-AAA has partnered with the following organizations to help us carry on these efforts. The MOUs are attached for your review and comments. In brief, this agreement consists of a summary of what the MOU shows for each partner:

**SB1720 Housing funds:** It is exciting to see how partners come together with a mutual goal of helping others thrive. SEAGO-AAA is extremely grateful for the opportunity to serve in this difficult time in history and

address homelessness. With guidance and criteria set by DAAS, the AAA has identified three partners who will help us deliver services that will help keep individuals in their own homes. The deadline for MOUs to be finalized is scheduled for 10-15-2023; until then, the next step to provide direction and instruction on reporting for this project will be set and discussed with our partners.

- **Southeastern Arizona Community Unique Services (SEACUS)** oversees and provides services in both Graham and Greenlee Counties. SEACUS is our only provider who receives funds to help with Home Repair and Adaptive Aids. SEACUS was identified as a key partner to help deliver and, most importantly, obtain referrals to process them; they already know our AAA internal reporting processes. SEACUS will be the central intake for these referrals for both Graham and Greenlee Counties. It will determine if the potential client qualifies for the services listed under 2A and if all other available options for assistance have been exhausted as noted and listed under 2C. SEACUS will collaborate with St. Vincent De Paul of Graham County, who will be referring individuals over 60 who need assistance with rental assistance, mortgage assistance, property taxes, HOA assistance, utility assistance, HVAC repair, move-in/out costs, and more if needed. That is, if all options are exhausted. SEAGO has formed an MOU with SEACUS that illustrates the requirements, and a one-on-one discussion has taken place to provide feedback.
- **Direct Advocacy and Resource Center (CIL)** oversees our four-county region with no direct presence. It is highly important that the AAA works closely with our CIL to network and support our mutual efforts; this allows us to break silos that should have been broken long ago. Direct currently receives a HUD grant that helps develop a Rural Home Access Program (RHAP) that focuses on individuals 62+ who are not disabled but could benefit from home repair and adaptations. RHAP offers a path to enhance access, safety, and independence in rural Southern Arizona. The goal in combining these efforts is stretching the funds to perform more difficult jobs that prevent them from accomplishing because of their cap amount. It also allows DIRECT/AAA to work together and learn from one another about the services each provides, effectively raising awareness of what is available. SEAGO-AAA will be the point of contact for screening and referring out to DIRECT for the reporting process to be effective and consistent. AAA and Direct have met one-on-one to discuss the MOU and take feedback if needed.
  - **SEAGO Community Development Program (CDP) and the City of Bisbee** utilize CDBG funds in the home rehabilitation program to recruit participants and conduct home assessments, develop cost estimates, and hire contractors for home rehabilitation projects. While this program only covers the Bisbee area, the City of Bisbee's sustainability efforts allow those individuals with older and deteriorated homes to be livable, as this will promote the 60+ individuals to live there for as long as possible. Because the City of Bisbee is currently utilizing CDBG funds, the AAA sees a benefit in leveraging those dollars for the benefit of our clients. A formal Intergovernmental Agreement (IGA) is being presented to the City of Bisbee for their Council to review and approve. If approved, their focus is on Home Repair/Modifications in Bisbee.

**Attachments: SFY24 Alert 7/17/23 and 8/10/23 and 8/15/23 and ISB,**

Action Requested

☒ Information Only

Action Requested Below





DEPARTMENT OF ECONOMIC SECURITY  
*Your Partner For A Stronger Arizona*

Katie Hobbs  
Governor

Angie Rodgers  
Director

July 17, 2023

To: Area Agencies on Aging

From: Rebecca Clayton *RC*  
DES Deputy Assistant Director  
Division of Aging and Adult Services

Subject: State Fiscal Year (SFY) 2024 Allocations

The following ALERTS are attached:

<u>ALERTS</u>	<u>FUND SOURCE/TYPE</u>
ALERT SFY-24-7A	Additional Senior Medicare Patrol Allocations for SFY 2024
ALERT SFY-24-9C	Additional ARPA Title Allocations for SFY 2024
ALERT SFY-24-12	Technical Assistance - Home Delivered Meals Scope of Work Update

The ALERTS are subject to change as additional information is received by the Division pertaining to the funding sources identified.

ALERTS are available on the Division website using the link:

<https://www.azdes.gov/daas/alerts>

A SFY 2024 contract operating budget is due to the Division of Aging and Adult Services, Finance and Business Operations Administration by close of business August 17, 2023.

The Area Agencies on Aging may begin spending against these additional lines of funding immediately. However, DAAS cannot reimburse those expenses until an executed contract amendment is on file.

Should you have any questions regarding the attached ALERTS, please contact your assigned Contract Specialist.

cc: Molly McCarthy, Jonathan Lucke, Rana Simms, Karina Renderos, Nathanael Hudson, Matt LeCrone, Catherine Chavez, Lindsey Bankhead, Lisa Pollock, Lita Nelson, DAAS FSA Team, DAAS file

Division of Aging and Adult Services  
ALERT

SFY-24-7A

**State Health Insurance Assistance Program (SHIP)  
Senior Medicare Patrol (SMP) for SFY-2024**

**Senior Medicare Patrol (SMP)**

The Division of Aging and Adult Services (DAAS), through the Senior Medicare Patrol (SMP) Project – Empowering Seniors to Prevent Health Care Fraud, has applied for a new five-year grant from Administration for Community Living (ACL) for the term June 1, 2023 through May 31, 2028. The contractual funds are in the amount of \$381,832, in addition to those received via a No Cost Extension (NCE) of SFY23 funds in the amount of \$225,152 from the previous fiscal year 2023.

All SMP program grant requirements remain in effect and apply on the NCE funds.

The goal for the SMP project is to empower Medicare beneficiaries to prevent health care fraud, error and abuse through outreach, counseling, and education.

Objectives for this grant term are focused on the following project activities:

- Foster statewide program coverage through outreach and education activities, with an emphasis on isolated areas and hard-to-reach populations.
- Assist Medicare beneficiaries, their families, and caregivers with identifying, reporting, and resolving incidents of Medicare fraud, error and abuse utilizing the ACL and Centers for Medicare and Medicaid Services (CMS) protocols and the SMP Information and Reporting System (SIRS).
- All beneficiary interactions must be entered into SIRS by the end of the following month from which the activity occurred in accordance with grant requirements.
- Increase organizational capacity for virtual outreach and interaction to Medicare beneficiaries, their families, and caregivers.
- Conduct specialized recruitment of dual-language volunteers to assist with targeted outreach to non-English speaking populations in the State.
- All informational or advertising products developed using SMP funding must include the following disclaimer on the first page of all documents and webpages produced all or in part with ACL funding.

**This project was supported, in part by grant number [90MMPG0022], from the  
U.S. Administration for Community Living, Department of Health, and Human  
Services, Washington, DC 20201.**

The following SMP allocations are being made to each Area Agency on Aging based on the Medicare population within each of the regions for the months of July 2023 through May 2024.

Division of Aging and Adult Services  
ALERT

SFY-24-7A

**State Health Insurance Assistance Program (SHIP)  
Senior Medicare Patrol (SMP) for SFY-2024**

Area Agency on Aging	Funding Allocation for the months of July 2023 through May 2024 (11 months)	Pro-rated SMP Monthly Rate for Period of July 2023 through April 2024	Pro-Rated SMP Monthly Rate for Period May 2024
Area Agency on Aging Region One, Inc.	\$ 297,803	\$ 27,073	\$ 27,073
Pima Council on Aging	\$ 91,632	\$ 8,330	\$ 8,332
Northern Arizona Council of Governments	\$ 57,270	\$ 5,206	\$ 5,210
Western Arizona Council of Governments	\$ 45,816	\$ 4,165	\$ 4,166
Pinal/Gila Council of Governments	\$ 40,089	\$ 3,644	\$ 3,649
SouthEastern Arizona Governments Organization	\$ 22,908	\$ 2,083	\$ 2,078
Inter-Tribal Council of Arizona	\$ 17,181	\$ 1,562	\$ 1,561
Total	\$ 572,699	\$ 52,063	\$ 52,069

**SMP funds must be fully expended by May 31, 2024.**

**Reporting Requirements**

The following parameters will be used in the Division of Aging and Adult Services Reporting System (DAARS) for budgeting and reporting purposes associated with this funding:

SOW Service Code	Program Code
SHI-SHIP	SMP-SMP

- Service units should be reported and billed as number of client contacts per billing month.
- Team member activities and “time spent” must also be entered directly into SMP Information and Reporting System (SIRS) in accordance with SIRS Job Aids, as amended.
- Utilize the SIRS Complex Interactions Job Aid, as may be amended to ensure complete and accurate data capture for all SMP Complex Interactions.
- Report monthly by email to the State Coordinator, all SMP activities and provide copies of outreach and educational products produced during each month, no later than the 15<sup>th</sup> of the following month.

Should you have any questions regarding the allocations, please contact your assigned Contract Specialist.

Division of Aging and Adult Services  
ALERT

SFY-24-9C

**COVID  
for SFY-2024**

The Division of Aging and Adult Services (DAAS) has received additional allocations from the Administration for Community Living (ACL) for the FFY 2021 American Rescue Plan Act (ARPA) under Title III (Combined) of the Older Americans Act (OAA).

These funds are being distributed as an increase to the one-time allocations distributed initially in September 2021 to assist the Area Agencies on Aging with supporting clients in staying healthy, safe, and independent during the COVID-19 pandemic. Supportive services of the types made available for efforts related to COVID-19 include vaccination outreach, including education, communication, transportation, and other activities to facilitate vaccination of older individuals. Additionally, funds may be used for prevention and mitigation activities related to COVID-19 focused on addressing extended social isolation among older individuals, including activities for investments in technological equipment and solutions or other strategies aimed at alleviating negative health effects of social isolation due to long-term stay-at-home recommendations for older individuals for the duration of the COVID-19 public health emergency.

**These additional funds are being allocated based on the OAA funding formula**

Area Agency on Aging	Allocation									
	III-B	C1	C1 Admin	C2	III-D	Fed Omb	III-E	III-E admin	Federal Total	Required Match
Area Agency on Aging, Region One Inc.	\$20,977.00	\$6,627.00	\$5,270.00	\$16,440.00	\$0.00	\$0.00	\$5,203.00	\$621.00	\$55,138.00	\$4,554.51
Pima Council on Aging	\$7,234.00	\$2,287.00	\$1,736.00	\$5,673.00	\$0.00	\$0.00	\$1,797.00	\$205.00	\$18,932.00	\$1,540.77
Northern Arizona Council of Governments	\$4,119.00	\$1,299.00	\$819.00	\$3,219.00	\$0.00	\$0.00	\$1,020.00	\$97.00	\$10,573.00	\$813.40
Western Arizona Council of Governments	\$4,209.00	\$1,329.00	\$925.00	\$3,297.00	\$0.00	\$0.00	\$1,044.00	\$110.00	\$10,914.00	\$864.71
Pinal/Gila Council for Senior Citizens	\$3,237.00	\$1,025.00	\$685.00	\$2,544.00	\$0.00	\$0.00	\$804.00	\$81.00	\$8,376.00	\$655.68
SouthEastern Arizona Governments Organization	\$2,168.00	\$687.00	\$422.00	\$1,707.00	\$0.00	\$0.00	\$540.00	\$50.00	\$5,574.00	\$425.69
Navajo Nation	\$2,500.00	\$859.00	\$518.00	\$1,950.00	\$0.00	\$0.00	\$622.00	\$61.00	\$6,510.00	\$505.30
Inter-Tribal Council of Arizona	\$2,040.00	\$645.00	\$478.00	\$1,599.00	\$0.00	\$0.00	\$507.00	\$57.00	\$5,326.00	\$430.33
<b>Total</b>	<b>\$46,484.00</b>	<b>\$14,758.00</b>	<b>\$10,853.00</b>	<b>\$36,429.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,537.00</b>	<b>\$1,282.00</b>	<b>\$121,343.00</b>	<b>\$9,790.39</b>

**For ARPA FAQ's refer to SFY22-9C Attachment A**

**Additional ARPA funds are allocated for the period of 7/1/2023 through 9/30/2024**

Division of Aging and Adult Services  
ALERT

SFY-24-9C

**COVID  
for SFY-2024**

**Reporting Requirements:**

The following parameters will be used in the Division of Aging and Adult Services Reporting System (DAARS) for budgeting and reporting purposes associated with this funding:

<b>SOW Service Code</b>	<b>Program Code</b>	<b>Service Detail Code</b>
ADM	HCB	ARP
ADM	FCS	ARP
TSP	HCB	ARP
CMG	HCB	ARP
CMG	FCS	ARP
CNG	HCB	ARP
HDM	HCB	ARP
HED	HCB	ARP
LTC	OMB	ARP
PGD	HCB	ARP
RSP	FCS	ARP
ATT	HCB	ARP
PRC	HCB	ARP
HSK	HCB	ARP

Should you have questions regarding these allocations, please contact your assigned Contract Specialist.

### TITLE III FORMULA ALLOCATIONS FOR SFY-2024 - American Rescue Plan (ARP)

2010 census

	ALLOC %	III-B	III-C1	III-C2	III-D	VII OMB.	VII ABUSE	FAMILY CAREGIVER	TOTAL
AVAILABLE FEDERAL		10,295,727	6,709,931	10,062,922	980,391	222,816	0	3,445,895	31,717,682
NAVAJO TRANSFER		67,598	44,055	66,069	6,437	1,463	0	21,288	206,910
TOTAL AVAILABLE		10,363,325	6,753,986	10,128,991	986,828	224,279	0	3,467,183	31,924,592
LESS DAAS OMBUDS		100,000	0	0	0	0	0	0	100,000
LESS STATE ADMIN		0	0	0	0	0	0	0	0
LESS 10% AAA ADMIN		0	2,823,314	0	0	0	0	346,718	3,170,032
LESS NAVAJO TRANSFER		67,598	44,055	66,069	6,437	1,463	0	21,288	206,910
TOTAL FED PROGRAM		10,195,727	3,886,617	10,062,922	980,391	222,816	0	3,099,177	28,447,650
STATE PROGRAM FUNDS		0	0	0	0	0	0	0	0
TOTAL PROGRAM		10,195,727	3,886,617	10,062,922	980,391	222,816	0	3,099,177	28,447,650
LESS PSA BASE PROG		0	0	0	0	0	0	0	0
F2 = 8.5% PROG TOTAL		866,637	330,362	855,348	83,333	18,939	0	263,430	2,418,050
F1 = PROGRAM BALANCE		9,329,090	3,556,255	9,207,574	897,058	203,877	0	2,835,747	26,029,601
AAA ADMIN FED		0	2,823,314	0	0	0	0	346,718	3,170,032
AAA ADMIN STATE		0	0	0	0	0	0	0	0
AAA ADMIN BASE		0	0	0	0	0	0	0	0
AAA ADMIN BALANCE		0	2,823,314	0	0	0	0	346,718	3,170,032

	ALLOC %	III-B	III-C1	III-C2	III-D	VII OMB.	VII ABUSE	FAMILY CAREGIVER	TOTAL
REGION I									
PROGRAM BASE		0	0	0	0	0	0	0	0
F1	48.55%	4,529,657	1,726,709	4,470,656	435,559	98,991	0	1,376,871	12,638,443
F2	11.84%	102,610	39,114	101,274	9,867	2,242	0	31,189	286,296
ADMIN BASE		0	0	0	0	0	0	0	0
ADMIN	48.55%	0	1,370,836	0	0	0	0	168,345	1,539,181
ONE-TIME		0	0	0	0	0	0	0	0
TOTAL		4,632,267	3,136,659	4,571,930	445,426	101,233	0	1,576,405	14,463,920

REGION II									
PROGRAM BASE		0	0	0	0	0	0	0	0
F1	15.99%	1,491,521	568,569	1,472,093	143,420	32,596	0	453,375	4,161,574
F2	11.77%	102,003	38,884	100,674	9,807	2,229	0	31,006	284,603
ADMIN BASE		0	0	0	0	0	0	0	0
ADMIN	15.99%	0	451,388	0	0	0	0	55,433	506,821
ONE-TIME		0	0	0	0	0	0	0	0
TOTAL		1,593,524	1,058,841	1,572,767	153,227	34,825	0	539,814	4,952,998

REGION III									
PROGRAM BASE		0	0	0	0	0	0	0	0
F1	7.54%	703,859	268,312	694,691	67,681	15,382	0	213,951	1,963,876
F2	24.75%	214,493	81,765	211,699	20,629	4,688	0	65,199	598,473
ADMIN BASE		0	0	0	0	0	0	0	0
ADMIN	7.54%	0	213,013	0	0	0	0	26,159	239,172
ONE-TIME		0	0	0	0	0	0	0	0
TOTAL		918,352	563,090	906,390	88,310	20,070	0	305,309	2,801,521

	ALLOC %	III-B	III-C1	III-C2	III-D	VII OMB.	VII ABUSE	FAMILY CAREGIVER	TOTAL
REGION IV									
PROGRAM BASE		0	0	0	0	0	0	0	0
F1	8.53%	795,656	303,304	785,292	76,508	17,388	0	241,854	2,220,002
F2	15.78%	136,755	52,131	134,974	13,151	2,989	0	41,569	381,569
ADMIN BASE		0	0	0	0	0	0	0	0
ADMIN	8.53%	0	240,793	0	0	0	0	29,571	270,364
ONE-TIME		0	0	0	0	0	0	0	0
TOTAL		932,411	596,228	920,266	89,659	20,377	0	312,994	2,871,935

REGION V									
PROGRAM BASE		0	0	0	0	0	0	0	0
F1	6.31%	588,607	224,377	580,940	56,599	12,863	0	178,917	1,642,303
F2	13.56%	117,516	44,797	115,985	11,296	2,567	0	35,721	327,882
ADMIN BASE		0	0	0	0	0	0	0	0
ADMIN	6.31%	0	178,133	0	0	0	0	21,876	200,009
ONE-TIME		0	0	0	0	0	0	0	0
TOTAL		706,123	447,307	696,925	67,895	15,430	0	236,514	2,170,194

REGION VI									
PROGRAM BASE		0	0	0	0	0	0	0	0
F1	3.89%	363,163	138,438	358,433	34,921	7,937	0	110,390	1,013,282
F2	12.41%	107,550	40,998	106,149	10,338	2,350	0	32,692	300,077
ADMIN BASE		0	0	0	0	0	0	0	0
ADMIN	3.89%	0	109,906	0	0	0	0	13,497	123,403
ONE-TIME		0	0	0	0	0	0	0	0
TOTAL		470,713	289,342	464,582	45,259	10,287	0	156,579	1,436,762

REGION VII									
PROGRAM BASE		0	0	0	0	0	0	0	0
F1	4.78%	446,166	170,078	440,354	42,901	9,750	0	135,622	1,244,871
F2	5.15%	44,632	17,014	44,050	4,295	976	0	13,567	124,534
ADMIN BASE		0	0	0	0	0	0	0	0
ADMIN	4.78%	0	135,025	0	0	0	0	16,582	151,607
ONE-TIME		0	0	0	0	0	0	0	0
SUBTOTAL		490,798	322,117	484,404	47,196	10,726	0	165,771	1,521,012
INTERSTATE TRANSFER		67,598	44,055	66,069	6,437	1,463	0	21,288	206,910
TOTAL		558,396	366,172	550,473	53,633	12,189	0	187,059	1,727,922

REGION VIII									
PROGRAM BASE		0	0	0	0	0	0	0	0
F1	4.40%	410,461	156,468	405,115	39,469	8,970	0	124,767	1,145,250
F2	4.74%	41,078	15,659	40,543	3,950	898	0	12,487	114,615
ADMIN BASE		0	0	0	0	0	0	0	0
ADMIN	4.40%	0	124,220	0	0	0	0	15,255	139,475
ONE-TIME		0	0	0	0	0	0	0	0
TOTAL		451,539	296,347	445,658	43,419	9,868	0	152,509	1,399,340

	ALLOC %	III-B	III-C1	III-C2	III-D	VII OMB.	VII ABUSE	FAMILY CAREGIVER	TOTAL
<b>TOTAL</b>									
<b>PROGRAM BASE</b>		0	0	0	0	0	0	0	0
F1	100.00%	9,329,090	3,556,255	9,207,574	897,058	203,877	0	2,835,747	26,029,601
F2	100.00%	866,637	330,362	855,348	83,333	18,939	0	263,430	2,418,049
<b>ADMIN BASE</b>		0	0	0	0	0	0	0	0
ADMIN	100.00%	0	2,823,314	0	0	0	0	346,718	3,170,032
ONE-TIME		0	0	0	0	0	0	0	0
SUBTOTAL		10,195,727	6,709,931	10,062,922	980,391	222,816	0	3,445,895	31,617,682
INTERSTATE TRANSFER		67,598	44,055	66,069	6,437	1,463	0	21,288	206,910
<b>TOTAL</b>		10,263,325	6,753,986	10,128,991	986,828	224,279	0	3,467,183	31,824,592



# ALERT 24-9C ARP

## SFY 24-25 PLANNING LEVELS - FEDERAL FUNDING WITH REQUIRED STATE MATCH FOR AREA AGENCIES ON AGING

2010 census

Fund Source	I	II	III	IV	V	VI	VII	VIII	TOTAL
<b>III-B</b>	4,632,267	1,593,524	918,352	932,411	706,123	470,713	558,396	451,539	10,263,325
<b>PROGRAM MATCH</b>	272,489	93,738	54,021	54,848	41,537	27,689	32,847	26,561	603,731
<b>TOTAL</b>	4,904,756	1,687,262	972,373	987,259	747,660	498,402	591,243	478,100	10,867,056
<b>III-C1</b>	3,136,659	1,058,841	563,090	596,228	447,307	289,342	366,172	296,347	6,753,986
<b>Less Admin. (See below)</b>	1,370,836	451,388	213,013	240,793	178,133	109,906	135,025	124,220	2,823,314
<b>III-C1 Sub-total</b>	1,765,823	607,453	350,077	355,435	269,174	179,436	231,147	172,127	3,930,672
<b>PROGRAM MATCH</b>	103,873	35,733	20,593	20,908	15,834	10,555	13,597	10,125	231,218
<b>TOTAL</b>	1,869,696	643,186	370,670	376,343	285,008	189,991	244,744	182,252	4,161,890
<b>III-C2</b>	4,571,930	1,572,767	906,390	920,266	696,925	464,582	550,473	445,658	10,128,991
<b>PROGRAM MATCH</b>	268,939	92,516	53,318	54,134	40,996	27,329	32,381	26,215	595,828
<b>TOTAL</b>	4,840,869	1,665,283	959,708	974,400	737,921	491,911	582,854	471,873	10,724,819
<b>III-D</b>	445,426	153,227	88,310	89,659	67,895	45,259	53,633	43,419	986,828
<b>NO MATCH</b>	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	445,426	153,227	88,310	89,659	67,895	45,259	53,633	43,419	986,828
<b>VII OMB.</b>	101,233	34,825	20,070	20,377	15,430	10,287	12,189	9,868	224,279
<b>NO MATCH</b>	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	101,233	34,825	20,070	20,377	15,430	10,287	12,189	9,868	224,279
<b>VII ABUSE</b>	0	0	0	0	0	0	0	0	0
<b>NO MATCH</b>	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0	0	0	0

# ALERT 24-9C ARP

## SFY 24-25 PLANNING LEVELS - FEDERAL FUNDING WITH REQUIRED STATE MATCH FOR AREA AGENCIES ON AGING

Fund Source	I	II	III	IV	V	VI	VII	VIII	TOTAL
III-E CAREGIVER	1,576,405	539,814	305,309	312,994	236,514	156,579	187,059	152,509	3,467,183
Less Admin. (See below)	168,345	55,433	26,159	29,571	21,876	13,497	16,582	15,255	346,718
NO MATCH	Match required only on the Administration dollars for III-E (see below)								0
TOTAL	1,408,060	484,381	279,150	283,423	214,638	143,082	170,477	137,254	3,120,465
TITLE III-C1									
ADMIN	1,370,836	451,388	213,013	240,793	178,133	109,906	135,025	124,220	2,823,314
ADMIN. MATCH	456,945	150,463	71,004	80,264	59,378	36,635	45,008	41,407	941,105
TOTAL	1,827,781	601,851	284,017	321,057	237,511	146,541	180,033	165,627	3,764,419
III-E CAREGIVER									
ADMIN	168,345	55,433	26,159	29,571	21,876	13,497	16,582	15,255	346,718
ADMIN. MATCH	56,115	18,478	8,720	9,857	7,292	4,499	5,527	5,085	115,573
TOTAL	224,460	73,911	34,879	39,428	29,168	17,996	22,109	20,340	462,291
	I	II	III	IV	V	VI	VII	VIII	TOTAL
TOTAL FEDERAL	14,463,920	4,952,998	2,801,521	2,871,935	2,170,194	1,436,762	1,727,922	1,399,340	31,824,592
PROGRAM MATCH	645,301	221,987	127,932	129,890	98,367	65,573	78,825	62,902	1,430,777
ADMIN. MATCH	513,060	168,940	79,724	90,121	66,670	41,134	50,536	46,492	1,056,677
TOTAL FED/STATE	15,622,281	5,343,925	3,009,177	3,091,946	2,335,231	1,543,469	1,857,283	1,508,734	34,312,046

**NOTE: MATCH IS NO LONGER REQUIRED ON III-D ALLOCATIONS.**

**NOTE: Match that has been calculated above, is to come from individual Area Agency ILS budgets.**

## ALERT 22-9C using 2010 Census

SFY-22 Region	III-B	III-C1	III-C1 Admin	III-C2	III-D	VII OMB.	CAREGIVER	CAREGIVER Admin	TOTAL
I	4,611,290	1,759,196	1,365,566	4,555,490	445,426	101,233	1,402,857	167,724	14,408,782
II	1,586,290	605,166	449,652	1,567,094	153,227	34,825	482,584	55,228	4,934,066
III	914,233	348,778	212,194	903,171	88,310	20,070	278,130	26,062	2,790,948
IV	928,202	354,106	239,868	916,969	89,659	20,377	282,379	29,461	2,861,021
V	702,886	268,149	177,448	694,381	67,895	15,430	213,834	21,795	2,161,818
VI	468,545	178,749	109,484	462,875	45,259	10,287	142,542	13,447	1,431,188
VII	555,896	230,288	134,507	548,523	53,633	12,189	169,855	16,521	1,721,412
VIII	449,499	171,482	123,742	444,059	43,419	9,868	136,747	15,198	1,394,014
TOTAL	10,216,841	3,915,914	2,812,461	10,092,562	986,828	224,279	3,108,928	345,436	31,703,249

## ALERT 24-9C using 2010 Census

SFY-24 Region	III-B	III-C1	III-C1 Admin	III-C2	III-D	VII OMB.	CAREGIVER	CAREGIVER Admin	TOTAL
I	4,632,267	1,765,823	1,370,836	4,571,930	445,426	101,233	1,408,060	168,345	14,463,920
II	1,593,524	607,453	451,388	1,572,767	153,227	34,825	484,381	55,433	4,952,998
III	918,352	350,077	213,013	906,390	88,310	20,070	279,150	26,159	2,801,521
IV	932,411	355,435	240,793	920,266	89,659	20,377	283,423	29,571	2,871,935
V	706,123	269,174	178,133	696,925	67,895	15,430	214,638	21,876	2,170,194
VI	470,713	179,436	109,906	464,582	45,259	10,287	143,082	13,497	1,436,762
VII	558,396	231,147	135,025	550,473	53,633	12,189	170,477	16,582	1,727,922
VIII	451,539	172,127	124,220	445,658	43,419	9,868	137,254	15,255	1,399,340
TOTAL	10,263,325	3,930,672	2,823,314	10,128,991	986,828	224,279	3,120,465	346,718	31,824,592

## Difference

Region	III-B	III-C1	III-C1 Admin	III-C2	III-D	VII OMB.	CAREGIVER	CAREGIVER Admin	TOTAL
I	20,977	6,627	5,270	16,440	0	0	5,203	621	55,138
II	7,234	2,287	1,736	5,673	0	0	1,797	205	18,932
III	4,119	1,299	819	3,219	0	0	1,020	97	10,573
IV	4,209	1,329	925	3,297	0	0	1,044	110	10,914
V	3,237	1,025	685	2,544	0	0	804	81	8,376
VI	2,168	687	422	1,707	0	0	540	50	5,574
VII	2,500	859	518	1,950	0	0	622	61	6,510
VIII	2,040	645	478	1,599	0	0	507	57	5,326
TOTAL	46,484	14,758	10,853	36,429	0	0	11,537	1,282	121,343

## ALERT 22-9C

SFY-22 Region	PLANNING TOTAL	% of State
I	14,408,782	45.45%
II	4,934,066	15.56%
III	2,790,948	8.80%
IV	2,861,021	9.02%
V	2,161,818	6.82%
VI	1,431,188	4.51%
VII	1,721,412	5.43%
VIII	1,394,014	4.40%
TOTAL	31,703,249	100.00%


## ALERT 24-9C

SFY-24 Region	PLANNING TOTAL	% of State
I	14,463,920	45.62%
II	4,952,998	15.62%
III	2,801,521	8.84%
IV	2,871,935	9.06%
V	2,170,194	6.85%
VI	1,436,762	4.53%
VII	1,727,922	5.45%
VIII	1,399,340	4.41%
TOTAL	31,824,592	100.00%

## Difference

SFY-24 Region	PLANNING TOTAL	% change
I	55,138	0.17%
II	18,932	0.06%
III	10,573	0.03%
IV	10,914	0.03%
V	8,376	0.03%
VI	5,574	0.02%
VII	6,510	0.02%
VIII	5,326	0.02%
TOTAL	121,343	

DIVISION OF AGING & ADULT SERVICES								
REGION 6	CONTRACT OBLIGATION FOR SFY 2024							
	5/19/2023	INCREASE	REVISED	FEDERAL	TOTAL	TOTAL	TOTAL	Match
	SUBTOTAL	(DECREASE)	SUBTOTAL	CARRYOVER				
	SFY2024	SFY2024	SFY2024	SFY2024				
	ALERTS	ALERTS	ALERTS	WITH 2023 MATCH	ALERTS	Federal	State	Requirement
								%
1. OAA ADMIN. III C-1	\$205,946.00		\$205,946.00	\$0.00	\$205,946.00	\$154,459.00	\$51,487.00	25.00%
2. OAA ADMIN. III-E	\$22,332.00		\$22,332.00	\$0.00	\$22,332.00	\$16,749.00	\$5,583.00	25.00%
3. SSBG ADMIN.	\$67,684.00		\$67,684.00	\$0.00	\$67,684.00	\$67,684.00	\$0.00	
4. TITLE III-B	\$441,142.00		\$441,142.00	\$0.00	\$441,142.00	\$416,634.00	\$24,508.00	5.56%
5. TITLE III-C1	\$380,895.00		\$380,895.00	\$0.00	\$380,895.00	\$359,734.00	\$21,161.00	5.56%
6. TITLE III-C2	\$443,217.00		\$443,217.00	\$0.00	\$443,217.00	\$418,594.00	\$24,623.00	5.56%
7. TITLE III-D	\$27,061.00		\$27,061.00	\$0.00	\$27,061.00	\$27,061.00	\$0.00	
8. TITLE III-E CAREGIVER	\$177,443.00		\$177,443.00	\$0.00	\$177,443.00	\$177,443.00	\$0.00	
9. NSIP	\$107,038.00		\$107,038.00	\$0.00	\$107,038.00	\$107,038.00	\$0.00	
10. TITLE VII ELDER ABUSE	\$2,227.00		\$2,227.00	\$0.00	\$2,227.00	\$2,227.00	\$0.00	
11. TITLE VII FED. OMB	\$21,968.00		\$21,968.00	\$0.00	\$21,968.00	\$21,968.00	\$0.00	
12. STATE IND. LIVING SUPPORTS	\$339,212.33	-\$425.69	\$338,786.64	\$0.00	\$338,786.64	\$0.00	\$338,786.64	
13. STATE OMBUDSMAN	\$35,207.00		\$35,207.00	\$0.00	\$35,207.00	\$0.00	\$35,207.00	
14. STATE OMB. VISITATION	\$20,793.00		\$20,793.00	\$0.00	\$20,793.00	\$0.00	\$20,793.00	
15. STATE RESPITE	\$19,628.00		\$19,628.00	\$0.00	\$19,628.00	\$0.00	\$19,628.00	
16. STATE DIRECT CARE WORKER	\$95,195.00		\$95,195.00	\$0.00	\$95,195.00	\$0.00	\$95,195.00	
17. S.H.I.P.	\$25,063.00		\$25,063.00	\$0.00	\$25,063.00	\$25,063.00	\$0.00	
18. SENIOR MEDICARE PATROL	\$15,087.00	\$7,821.00	\$22,908.00	\$0.00	\$22,908.00	\$22,908.00	\$0.00	
19. SSBG - HCB WAIT LIST	\$235,135.00		\$235,135.00	\$0.00	\$235,135.00	\$235,135.00	\$0.00	
20. SSBG - SERVICES	\$609,154.00		\$609,154.00	\$0.00	\$609,154.00	\$609,154.00	\$0.00	
21. MIPPA SHIP	\$1,638.00		\$1,638.00	\$0.00	\$1,638.00	\$1,638.00	\$0.00	
22. MIPPA AAA	\$1,406.00		\$1,406.00	\$0.00	\$1,406.00	\$1,406.00	\$0.00	
23. MIPPA ADRC	\$634.00		\$634.00	\$0.00	\$634.00	\$634.00	\$0.00	
24. ARPA III-B		\$2,295.53	\$2,295.53	\$0.00	\$2,295.53	\$2,168.00	\$127.53	5.56%
25. ARPA III-C1		\$727.41	\$727.41	\$0.00	\$727.41	\$687.00	\$40.41	5.56%
26. ARPA III-C1 ADMIN		\$562.67	\$562.67	\$38,666.67	\$39,229.34	\$29,422.01	\$9,807.34	25.00%
27. ARPA III-C2		\$1,807.41	\$1,807.41	\$0.00	\$1,807.41	\$1,707.00	\$100.41	5.56%
28. ARPA III-D			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
29. ARPA III-E		\$540.00	\$540.00	\$15,000.00	\$15,540.00	\$15,540.00	\$0.00	
30. ARPA III-E ADMIN.		\$66.67	\$66.67	\$0.00	\$66.67	\$50.00	\$16.67	25.00%
31. ARPA VII FED OMB.			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
32. PUBLIC HEALTH WORKFORCE			\$0.00	\$32,020.08	\$32,020.08	\$32,020.08	\$0.00	
33. ACCESS VACCINE			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>TOTAL</b>	<b>\$3,295,105.33</b>	<b>\$13,395.00</b>	<b>\$3,308,500.33</b>	<b>\$85,686.75</b>	<b>\$3,394,187.08</b>	<b>\$2,747,123.08</b>	<b>\$647,064.00</b>	

<p style="text-align: center;"><b>Scope of Work</b></p>	
<p>Contract No.:</p>	
<p>Description:     <b>Area Agencies on Aging (AAA)</b></p>	

## 22.0 HOME DELIVERED MEALS

### 22.1 **Purpose Statement**

22.1.1 The service helps increase the nutrient intake of older adults at nutrition risk and allow them to remain independent in their homes.

### 22.2 **Service Description**

22.2.1 **Taxonomy Definition** – A service that provides for a nutritious meal containing at least one-third (1/3) of the Recommended Dietary Allowance for an individual, delivered to his/her place of residence.

22.2.2 Home Delivered Meals is a case-managed service.

22.2.3 Provide older adults, in their home or place of residence, with nutritious meals that meet one-third (1/3) of the Dietary Reference Intakes.

22.2.4 Provide resources and options, when available, that allow older adults to remain independent in their homes and communities.

22.2.5 A “wellness check” is conducted at the time of the meal delivery to evaluate the general health and well-being of the meal recipient.

22.2.6 The service also provides for the opportunity for socialization.

22.2.7 **Eligibility Requirements** - The Contractor shall provide services to individuals that meet the eligibility requirements described in Chapter 3000, of the Division of Aging and Adult Services (DAAS) Policy and Procedure Manual, as may be amended.

### 22.3 **Service Requirements – The Contractor shall provide:**

#### 22.3.1 **Menu Planning**

1. Develop cycle menus to be used on a semi-annual basis (every six (6) months). A cycle menu is a six (6) or more week menu that will be rotated throughout the period.
2. Maintain menus for audit inspection for at least one (1) year after the meals have been served. Menus shall also be kept for at least one (1) year at the meal preparation site and the location from where the meal was delivered.

22.3.2 Utilize a mechanism to solicit the advice and expertise of:


1. Registered Dietitian (R.D.), Nutritionist, Dietetic Technician Registered (DTR), or Certified Dietary Manager (CDM)
2. Meal participants; and
3. Other individuals knowledgeable of the needs of older individuals as stated in DAAS Policy and Procedure Manual, Chapter 3000.

22.3.3 Compose menus in English as well as the dominant language or languages of the participant group for each site.

22.3.4 Incorporate ethnic and cultural preferences of participants when planning menus.

1. Plan menus that reduce the frequent use of foods high in sugar, salt, and saturated fats.
2. Plan menus considering the availability of foods during seasons when they are most plentiful.
3. Plan, prepare, provide and serve meals in accordance with the ADES, DAAS “Nutrition, Food Service, and Wellness Manual as amended.
4. Require that each meal contains at least one-third (1/3) of the current Dietary Reference Intakes for nutrients as may be amended, as established by the Food and Nutrition Board of the National Academy of Science – National Research Council.
  - a) Each meal must contain a specified number of calories as defined in DAAS policies and procedures;
  - b) Plan the menu with a majority (2 80%) as hot meals; and
  - c) Cold meals may be planned, such as once a week during the summer, to add variety to the menu such as chef salad, sub sandwich or deli plate.



<b>Scope of Work</b>	
Contract No.:	
Description: <b>Area Agencies on Aging (AAA)</b>	

5. Submit menus per the DAAS Policy and Procedures Manual, as may be amended on an ADES or contractor's standardized menu form and secure the approval of a Registered Dietitian (R.D.), Nutritionist, Dietetic Technician Registered (DTR), or Certified Dietary Manager (CDM) prior to using the menu.
  - d) The R.D., Nutritionist, DTR, or CDM shall verify menu by computerized nutritional analysis of at least one (1) meal per week of the menu cycle and adherence to menu requirements in the ADES, DAAS "Nutrition, Food Service, and Wellness Manual" and as may be amended.
6. Annually review food service expenditures in order to further cost-effective management.
7. Develop and implement an emergency plan to be used when the meal cannot be prepared or becomes unsuitable for consumption. This includes a one-day emergency menu with supplies on hand for implementation.

#### 22.3.5


##### Meal Preparation and Service

1. Provide a nutritious home delivered meal at least once a day, five (5) days a week except in rural areas where such frequency is not feasible, and as approved by the DAAS.
  - a) Prepare or arrange for preparation and service of meals and adhere to approved menus as written:
    - i. Substitutions shall be made when ingredient is unavailable. Shall be selected from the same food group, for example, one-half (1/2) cup carrots for one-half (1/2) cup green beans;
    - ii. Substitution menus for holidays and special occasions must meet menu requirements as listed in 17.3.1; and
    - iii. All substitutions shall be documented on the approved menu for site review.
  - b) Purchase and receive food contributions only from an approved source, such as grocery stores and food vendors. The following shall not be used: cans which are bulging, dented, leaking, rusty, or which spurt liquid when opened; food with an off-odor; food which shows signs of mold; food prepared or canned in the home.
  - c) Prepare and deliver meals in compliance with all local, county, state, and federal regulations and requirements for food service.
  - d) Prepare and serve meals for persons needing diabetic or sodium-restricted diets, etc. (when appropriate and feasible) with written approval from the individual's physician, e.g., diet order. All special diet menus shall be approved by a Registered Dietitian or Nutritionist.
  - e) Provide menus to eligible client at least one (1) week in advance of the start of the menu. Site location shall be clearly accessible and visible to individuals attending the congregate meals site.
  - f) Obtain the individual's signature and date for each meal served and maintain the signatures in a central file, or contractor staff shall certify the individuals and dates for which each meal was served and maintain the certification in a central file.
  - g) Document the number of meals provided each month.
  - h) Review food service expenditures annually in order to further cost-effective management of expenses.
  - i) Develop and implement an emergency meal plan to be used when a meal cannot be prepared or becomes unsuitable for consumption. This includes a one-day emergency menu with existing supplies for implementation.
  - j) Provide the opportunity for participants to contribute towards the cost of the meal in accordance with the DAAS Policy and Procedure Manual Chapter 3000, as may be amended.

#### 22.3.6

##### Delivery Requirements

1. Package and deliver meals in a safe and sanitary manner and in compliance with all local, county, state, and federal regulations and requirements for food service.

<p style="text-align: center;"><b>Scope of Work</b></p>	
<p>Contract No.:</p>	
<p>Description: <b>Area Agencies on Aging (AAA)</b></p>	

2. Meals are to be hand-delivered directly to the participant or designee.
  - a) The participant authorizes in writing his/her designee and this must be documented in the participant's case file.
  - b) The designee may be the participant's significant other (spouse or domestic partner), any adult individual who resides with the participant, caregiver, or the person delivering the meal.
3. Provide each new participant with a current week's menu and provide on-going individuals with a copy of the menu at least one (1) week in advance.
4. Obtain the individual's authorized signature and date for each meal delivered and maintain the signatures in a central file.
5. Maintain record/log of the number of meals delivered each month to each individual.
6. If more than one (1) frozen meal is received per delivery per individual, document reason for multiple meals delivery in the individual's case record.
7. Verify and document in the case record that the participant has the facilities to properly store and prepare frozen meal(s).

22.3.7

Wellness Check

1. Assess general mental and physical health status ("wellness check") of the individual at the time of meal delivery; and
2. Refer to Case Manager all individuals for appropriate action who present additional medical or social problems during the course of service delivery.

22.3.8


Staff Training

1. Provide on-going food safety and sanitation training for all food service personnel according to the local county health department in which the site is located to include at a minimum, but not limited to: personal hygiene, proper attire for food service workers, cleaning and sanitizing, correct use of gloves, proper hot and cold food temperatures, proper use of a thermometer, food delivery procedures and correct disposal and/or storage of left-overs. All new food service personnel shall initially receive this training within the first month of employment.
2. Require that all food handlers pass a course provided by a certified trainer in food safety and sanitation within one (1) month of employment. The site manager or the appropriate management staff shall have additional training such as ServSafe or another course approved by their County Health Department.
3. Document staff certification and training in personnel files.
4. Provide training on a quarterly basis to persons preparing and delivering meals. Training is encouraged in the areas of food safety and sanitation, storage, food preparation and service, cost effective management, purchasing, menu planning, equipment operation and safety.
5. Train meal delivery staff in Wellness Check evaluations on communication and observation skills necessary to evaluate an individual's general mental and physical status at the time of meal delivery.
6. Document staff certification and training in personnel files.

22.3.9

Nutrition Education

1. Provide to home delivered meal individuals printed nutrition education materials two (2) times per quarter.
2. Plan, develop, and implement a written nutrition education program that includes at least two (2) handouts each quarter, and that pertain to nutritionally related topics that are culturally sensitive such as, but not limited to:
  - a) Dietary guidelines for older adults;
  - b) Modified meals and chronic disease;
  - c) Food and drug interaction;
  - d) Physical fitness health information as it relates to nutrition;
  - e) Meal planning and preparation;
  - f) Budgeting, shopping; and
  - g) Sanitation.

<p style="text-align: center;"><b>Scope of Work</b></p>	
<p>Contract No.:</p>	
<p>Description:     <b>Area Agencies on Aging (AAA)</b></p>	

3. Nutritional information provided to individuals shall be backed by credible research, such as but limited to: The Academy of Nutrition Dietetics, United State Department of Agriculture, United States Food and Drug Administration, National Institutes of Health, Centers for Disease Control, Administration for Community Living, and the National Institute on Aging.
4. Document the date and topic of the printed nutrition education materials provided to home delivered meal participants. Documentation is to be retained for at least one (1) year at the center/site for annual audit purposes.

22.4     **Licensure/Certification Requirements**

- 22.4.1 Registered Dietitians and Registered Dietetic Technicians must meet the requirements for membership in the Academy of Nutrition Dietetics, have successfully completed the examination for registration, and meet continuing education requirements.
- 22.4.2 Nutritionists must hold a Bachelor's or Master's degree in food and nutrition.
- 22.4.3 Certified Dietary Managers must meet the requirements for certification as identified by the Certifying Board of Dietary Managers of the Dietary Managers Association and meet continuing education requirements and are in good standing with the Board.
- 22.4.4 All food handlers shall be certified in food safety and sanitation within one (1) month of employment  
Site manager or the appropriate management staff shall have an additional certification such as ServSafe or another course approved by their County Health Department.
- 22.4.5 Valid and current state Driver's License for delivery drivers shall be maintained.

22.5     **Reporting Unit**

- 22.5.1 One (1) unit of service equals one (1) meal.




DEPARTMENT OF ECONOMIC SECURITY  
*Your Partner For A Stronger Arizona*

Katie Hobbs  
Governor

Angie Rodgers  
Director

August 10, 2023

To: Area Agencies on Aging

From: Rebecca Clayton   
DES Deputy Assistant Director  
Division of Aging and Adult Services

Subject: State Fiscal Year (SFY) 2024 Allocations - AAA \$5M Housing Plan

The following ALERTS are attached:

**ALERTS**

**FUND SOURCE/TYPE**

ALERT SFY-24-3C Initial Allocations for AAA \$5M Housing Funds (non-lapsing)

The ALERTS are subject to change as additional information is received by the Division pertaining to the funding sources identified.

ALERTS are available on the Division website using the link:

<https://www.azdes.gov/daas/alerts>

A SFY 2024 contract operating budget is due to the Division of Aging and Adult Services, Finance and Business Operations Administration by close of business September 10, 2023.

The Area Agencies on Aging may begin spending against these additional lines of funding immediately. However, DAAS cannot reimburse those expenses until an executed contract amendment is on file.

Should you have any questions regarding the attached ALERTS, please contact your assigned Contract Specialist.

cc: Molly McCarthy, Jonathan Lucke, Rana Simms, Karina Renderos, Nathanael Hudson, Matt LeCrone, Catherine Chavez, Lindsey Bankhead, Lisa Pollock, Lita Nelson, DAAS FSA Team, DAAS file

**State General Fund  
for SFY-2024**

In FY24 a new line item under the Department of Economic Services (DES) Division of Adult and Aging Services (DAAS) provided \$5 million of non-lapsing general fund to pass through to the Area Agencies on Aging (AAAs) for housing assistance for individuals aged 60 years of age and older. No further specifications were given, including the definition of housing assistance:

*The amount appropriated for the area agencies on aging housing assistance line item shall be distributed to area agencies on aging established pursuant to the older Americans act of 1965 (P.L. 89-73; 79 Stat. 218; 42 United States FY 2024 Appropriations Report 134 Department of Economic Security Code sections 3001 through 3058ff) for housing assistance for persons who are at least sixty years of age. (General Appropriations Act footnote)*

The approved criteria are below.

- **Services allowed:** Rental assistance, mortgage assistance, property tax, and HOA assistance, utility assistance, home repair/modification (home must be owned), including HVAC repair, move in and out costs, and hotel stays while home repair/modification is being completed. Late fees associated with these can also be covered.
- **Benefit Cap:** \$4,000 per household program maximum. If a client's needs exceed \$4,000, the AAA can pay for the balance or can work with other providers to pay for services.
- **Client Documentation/other requirements:** Self report income, household size, self attestation that the client has first tried to apply for Low Income Home Energy Assistance Program (LIHEAP), Emergency Rental Assistance Program (ERAP), Homeowner Assistance Fund (HAF), or other funding and been denied or exhausted.
- **AAA Requirements:** Submit a monthly report to DAAS of clients serviced which includes name, address, age of applicant, household income (via self reporting) count of individuals in household, whether the client was a referral from APS, type of assistance provided and dollar amount provided, and whether it was a one-time or repeat payment.
- **Admin Cap:** No more than 10% of the AAA's allocation can be used for administrative costs.
- **One year after allocation,** AAAs will be required to submit an updated spending plan for any unspent funding. Any unspent funding that is not approved is subject to reallocation.
- **APS Referrals:** An Adult Protective Services (APS) client aged 60 years or older who needs housing assistance in the AAA's area will be triaged by the APS care coordination team for ERAP, HAF, LIHEAP or other available programs. After exhausting other options, APS will refer these clients to the AAA and they must be prioritized. DAAS will review data monthly to evaluate the number of clients being referred from APS.

Division of Aging and Adult Services  
ALERT

SFY-24-3C

**State General Fund  
for SFY-2024**

<b>AAA</b>	<b>Approved Allocation</b>	<b>Estimated Number of Clients Served</b>
AAA Region One	\$2,199,916	500
Pima Council on Aging	\$772,857	300
Northern Arizona Council of Governments	\$447,131	131
Western Arizona Council of Governments	\$424,348	98
Pinal-Gila Council for Senior Citizens	\$400,000	176
Southeastern Arizona Governments Association	\$240,000	100
Navajo Nation	\$284,363	380
Intertribal Council of Arizona	\$231,385	40
<b>Total</b>	<b>\$5,000,000</b>	<b>1,725</b>

1. Navajo Nation and ITCA will only provide home repair and improvement due to the nature of living on tribal land

**Reporting Requirements**

The following parameters will be used in the Division of Aging and Adult Services Reporting System (DAARS) for budgeting and reporting purposes associated with this funding:

<b>SOW Service Code</b>	<b>Program Code</b>	<b>Service Detail Code</b>
<b>ADM-Administrative Services</b>	<b>HCB-Home and Community Based Services</b>	<b>AHA-Aging Housing Assistance</b>
<b>HSS-Housing Support Services</b>	<b>HCB-Home and Community Based Services</b>	<b>AHA-Aging Housing Assistance</b>
<b>RPR-Repair and Renovation</b>	<b>HCB-Home and Community Based Services</b>	<b>AHA-Aging Housing Assistance</b>

Division of Aging and Adult Services  
ALERT

SFY-24-3C

**State General Fund  
for SFY-2024**

A semi-annual and annual report will be required throughout the lifetime of this funding. A template will be provided by DAAS. AAAs will submit a semi-annual data report by Jan 31st, 2024 and an annual data report by July 31st, 2024.

The report should include:

- Total number of new clients reached
- How those in greatest need/risk were prioritized
- How services were enhanced or expanded
- Any and all outcomes, successes and challenges with implementation.

Reports should be submitted to **daasadsprograms@azdes.gov**.

Should you have any questions regarding the allocations, please contact your assigned Contract Specialist.

DIVISION OF AGING & ADULT SERVICES								
REGION 6	CONTRACT OBLIGATION FOR SFY 2024							
	7/17/23	INCREASE	REVISED	FEDERAL	TOTAL	TOTAL	TOTAL	Match
	SUBTOTAL	(DECREASE)	SUBTOTAL	CARRYOVER				
	SFY2024	SFY2024	SFY2024	SFY2024				
	ALERTS	ALERTS	ALERTS	WITH 2023 MATCH	ALERTS	Federal	State	Requirement
								%
1. OAA ADMIN. III C-1	\$205,946.00		\$205,946.00	\$0.00	\$205,946.00	\$154,459.00	\$51,487.00	25.00%
2. OAA ADMIN. III-E	\$22,332.00		\$22,332.00	\$0.00	\$22,332.00	\$16,749.00	\$5,583.00	25.00%
3. SSBG ADMIN.	\$67,684.00		\$67,684.00	\$0.00	\$67,684.00	\$67,684.00	\$0.00	
4. TITLE III-B	\$441,142.00		\$441,142.00	\$0.00	\$441,142.00	\$416,634.00	\$24,508.00	5.56%
5. TITLE III-C1	\$380,895.00		\$380,895.00	\$0.00	\$380,895.00	\$359,734.00	\$21,161.00	5.56%
6. TITLE III-C2	\$443,217.00		\$443,217.00	\$0.00	\$443,217.00	\$418,594.00	\$24,623.00	5.56%
7. TITLE III-D	\$27,061.00		\$27,061.00	\$0.00	\$27,061.00	\$27,061.00	\$0.00	
8. TITLE III-E CAREGIVER	\$177,443.00		\$177,443.00	\$0.00	\$177,443.00	\$177,443.00	\$0.00	
9. NSIP	\$107,038.00		\$107,038.00	\$0.00	\$107,038.00	\$107,038.00	\$0.00	
10. TITLE VII ELDER ABUSE	\$2,227.00		\$2,227.00	\$0.00	\$2,227.00	\$2,227.00	\$0.00	
11. TITLE VII FED. OMB	\$21,968.00		\$21,968.00	\$0.00	\$21,968.00	\$21,968.00	\$0.00	
12. STATE IND. LIVING SUPPORTS	\$338,786.64		\$338,786.64	\$0.00	\$338,786.64	\$0.00	\$338,786.64	
13. STATE OMBUDSMAN	\$35,207.00		\$35,207.00	\$0.00	\$35,207.00	\$0.00	\$35,207.00	
14. STATE OMB. VISITATION	\$20,793.00		\$20,793.00	\$0.00	\$20,793.00	\$0.00	\$20,793.00	
15. STATE RESPITE	\$19,628.00		\$19,628.00	\$0.00	\$19,628.00	\$0.00	\$19,628.00	
16. STATE DIRECT CARE WORKER	\$95,195.00		\$95,195.00	\$0.00	\$95,195.00	\$0.00	\$95,195.00	
17. S.H.I.P.	\$25,063.00		\$25,063.00	\$0.00	\$25,063.00	\$25,063.00	\$0.00	
18. SENIOR MEDICARE PATROL	\$22,908.00		\$22,908.00	\$0.00	\$22,908.00	\$22,908.00	\$0.00	
19. SSBG - HCB WAIT LIST	\$235,135.00		\$235,135.00	\$0.00	\$235,135.00	\$235,135.00	\$0.00	
20. SSBG - SERVICES	\$609,154.00		\$609,154.00	\$0.00	\$609,154.00	\$609,154.00	\$0.00	
21. MIPPA SHIP	\$1,638.00		\$1,638.00	\$0.00	\$1,638.00	\$1,638.00	\$0.00	
22. MIPPA AAA	\$1,406.00		\$1,406.00	\$0.00	\$1,406.00	\$1,406.00	\$0.00	
23. MIPPA ADRC	\$634.00		\$634.00	\$0.00	\$634.00	\$634.00	\$0.00	
24. ARPA III-B	\$2,295.53		\$2,295.53	\$0.00	\$2,295.53	\$2,168.00	\$127.53	5.56%
25. ARPA III-C1	\$727.41		\$727.41	\$0.00	\$727.41	\$687.00	\$40.41	5.56%
26. ARPA III-C1 ADMIN	\$562.67		\$562.67	\$38,666.67	\$39,229.34	\$29,422.01	\$9,807.34	25.00%
27. ARPA III-C2	\$1,807.41		\$1,807.41	\$0.00	\$1,807.41	\$1,707.00	\$100.41	5.56%
28. ARPA III-D	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
29. ARPA III-E	\$540.00		\$540.00	\$15,000.00	\$15,540.00	\$15,540.00	\$0.00	
30. ARPA III-E ADMIN.	\$66.67		\$66.67	\$0.00	\$66.67	\$50.00	\$16.67	25.00%
31. ARPA VII FED OMB.	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
32. PUBLIC HEALTH WORKFORCE	\$0.00		\$0.00	\$32,020.08	\$32,020.08	\$32,020.08	\$0.00	
33. ACCESS VACCINE	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
34. STATE AGING HOUSING ASSISTANCE	\$0.00	\$240,000.00	\$240,000.00	\$0.00	\$240,000.00	\$0.00	\$240,000.00	
<b>TOTAL</b>	<b>\$3,308,500.33</b>	<b>\$240,000.00</b>	<b>\$3,548,500.33</b>	<b>\$85,686.75</b>	<b>\$3,634,187.08</b>	<b>\$2,747,123.08</b>	<b>\$887,064.00</b>	



DIVISION OF AGING & ADULT SERVICES							
CONTRACT OBLIGATION FOR SFY 2024							
	7/17/2023	INCREASE	REVISED	2023			
	SUBTOTAL	(DECREASE)	SUBTOTAL	FEDERAL	TOTAL	TOTAL	TOTAL
	SFY2024	SFY2024	SFY2024	CARRYOVER	SFY2024	SFY2024	SFY2024
STATE TOTAL	ALERTS	ALERTS	ALERTS	WITH 2024 MATCH	ALERTS	Federal	State
OLDER AMERICANS ACT	\$36,240,892.00		\$36,240,892.00	\$0.00	\$36,240,892.00	\$33,639,614.00	\$2,601,278.00
STATE (ILS, RSP, OMB, DCW, AHA)	\$8,216,554.14	\$5,000,000.00	\$13,216,554.14	\$0.00	\$13,216,554.14	\$0.00	\$13,216,554.14
SSBG	\$9,118,926.00		\$9,118,926.00	\$0.00	\$9,118,926.00	\$9,118,926.00	\$0.00
SSBG - HCB WAIT LIST	\$3,800,000.00		\$3,800,000.00	\$0.00	\$3,800,000.00	\$3,800,000.00	\$0.00
S.H.I.P./SENIOR PATROL	\$1,218,685.00	\$0.00	\$1,218,685.00	\$0.00	\$1,218,685.00	\$1,218,685.00	\$0.00
NSIP	\$1,875,370.00		\$1,875,370.00	\$0.00	\$1,875,370.00	\$1,875,370.00	\$0.00
MIPPA	\$91,635.00		\$91,635.00	\$0.00	\$91,635.00	\$91,635.00	\$0.00
ARPA	\$131,133.46	\$0.00	\$131,133.46	\$8,457,407.37	\$8,588,540.83	\$7,969,572.97	\$618,967.86
PUBLIC HEALTH WORKFORCE	\$45,000.00		\$45,000.00	\$222,859.08	\$267,859.08	\$267,859.08	\$0.00
ACCESS VACCINE	\$0.00		\$0.00	\$24,867.00	\$24,867.00	\$24,867.00	\$0.00
TOTAL	\$60,738,195.60	\$5,000,000.00	\$65,738,195.60	\$8,705,133.45	\$74,443,329.05	\$58,006,529.05	\$16,436,800.00
1. ALERT 24-1A	TITLE III/VI PLANNING LEVELS FOR SFY 2024						3/29/2023
2. ALERT 24-2/2A	SSBG ALLOCATION FOR SFY 2024 / SSBG WAITLIST ALLOCATION FOR SFY2024						3/29/2023
3. ALERT 24-3C	INITIAL STATE AHA ALLOCATION						8/10/2023
4. ALERT 24-6	NSIP ALLOCATIONS FOR SFY 2024						3/29/2023
5. ALERT 24-7A	SENIOR PATROL ADDITIONAL ALLOCATIONS FOR SFY 2024						5/19/2023
6. ALERT 24-9C	EXPANDING PUBLIC HEALTH WORKFORCE FOR SFY 2024 / Increased ARPA Title Funding						5/19/2023
7. ALERT 24-11	MIPPA 2 MO. ALLOCATIONS FOR FY 2024						3/29/2023



DEPARTMENT OF ECONOMIC SECURITY  
*Your Partner For A Stronger Arizona*

Katie Hobbs  
Governor

Angie Rodgers  
Director

August 15, 2023

To: Area Agencies on Aging

From: Rebecca Clayton *RC*  
DES Deputy Assistant Director  
Division of Aging and Adult Services

Subject: State Fiscal Year (SFY) 2024 Allocations - AAA \$5M One-time General

The following ALERTS are attached:

**ALERTS**

**FUND SOURCE/TYPE**

ALERT SFY-24-3D Initial Allocations for AAA \$5M One-time General

The ALERTS are subject to change as additional information is received by the Division pertaining to the funding sources identified.

ALERTS are available on the Division website using the link:

<https://www.azdes.gov/daas/alerts>

A SFY 2024 contract operating budget is due to the Division of Aging and Adult Services, Finance and Business Operations Administration by close of business September 15, 2023.

The Area Agencies on Aging may begin spending against these additional lines of funding immediately. However, DAAS cannot reimburse those expenses until an executed contract amendment is on file.

Should you have any questions regarding the attached ALERTS, please contact your assigned Contract Specialist.

cc: Molly McCarthy, Jonathan Lucke, Rana Simms, Karina Renderos, Nathanael Hudson, Matt LeCrone, Catherine Chavez, Lindsey Bankhead, Lisa Pollock, Lita Nelson, DAAS FSA Team, DAAS file

Division of Aging and Adult Services  
ALERT

SFY-24-3D

**State General Fund  
for SFY-2024**

In FY24 SB1720 appropriated \$5 million of one-time general fund to the Department of Economic Services (DES) Division of Adult and Aging Services (DAAS) to pass through to the Area Agencies on Aging (AAAs).

DAAS met with AAAs to discuss AAA plans for distribution. AAAs indicated the need for region-specific application of these additional funds to address:

- **Expand client access to AAA services** (such as reaching those in greatest social or economic need, increasing units, enrolling new clients into services)
- **Service expansion**
- **Address regional waitlists**
- **Expand service providers**
- **Support one-time projects/expenses** to support ongoing service delivery

AAAs submitted implementation plans that informed DAAS how the funding will be applied to address those in the greatest need.

The total \$5 million will be allocated via the Intrastate Funding Formula (IFF).

AAA	Allocation
AAA Region One	\$2,219,808
Pima Council on Aging	\$772,857
Northern Arizona Council of Governments	\$447,137
Western Arizona Council of Governments	\$456,755
Pinal-Gila Council for Senior Citizens	\$349,706
Southeastern Arizona Governments Association	\$237,989
Navajo Nation	\$284,363
Intertribal Council of Arizona	\$231,385
<b>Total</b>	<b>\$5,000,000</b>

Division of Aging and Adult Services  
ALERT

SFY-24-3D

**State General Fund  
for SFY-2024**

**Reporting Requirements**

The following parameters will be used in the Division of Aging and Adult Services Reporting System (DAARS) for budgeting and reporting purposes associated with this funding:

<b>SOW Service Code</b>	<b>Program Code</b>
<b>ADM</b> -Administrative Services	<b>HCB</b> -Home and Community Based Services
<b>ATT</b> -Attendant Care	<b>HCB</b> -Home and Community Based Services
<b>CMG</b> -Case Management	<b>HCB</b> -Home and Community Based Services
<b>HED</b> -Health Education - Disease Prevention and Health Promotion	<b>HCB</b> -Home and Community Based Services
<b>HDM</b> -Home Delivered Meals	<b>HCB</b> -Home and Community Based Services
<b>HSK</b> -Housekeeping and Homemaker	<b>HCB</b> -Home and Community Based Services
<b>*MCO</b> -Multipurpose Center Operations	<b>HCB</b> -Home and Community Based Services
<b>RSP</b> -Respite Care	<b>HCB</b> -Home and Community Based Services

\*Code to be used specifically for Region VII planned upgrades and maintenance for senior centers

If changes are necessary to the initially submitted implementation plans in order to fully expend funds before the June 30, 2024 service period deadline an updated implementation plan must be submitted to **daasadsprograms@azdes.gov** before updating the contract

A semi-annual and annual report will be required throughout the lifetime of this funding. A template will be provided by DAAS. AAAs will submit a semi-annual data report by Jan 31st, 2024 and an annual data report by July 31st, 2024.

The report should include:

- Total number of new clients reached
- How those in greatest need/risk were prioritized
- How services were enhanced or expanded
- Any and all outcomes, successes and challenges with implementation.

Reports should be submitted to **daasadsprograms@azdes.gov**.

Should you have any questions regarding the allocations, please contact your assigned Contract Specialist.

DIVISION OF AGING & ADULT SERVICES								
REGION 6	CONTRACT OBLIGATION FOR SFY 2024							
	8/10/23	INCREASE	REVISED	FEDERAL	TOTAL	TOTAL	TOTAL	Match
	SUBTOTAL	(DECREASE)	SUBTOTAL	CARRYOVER				
	SFY2024	SFY2024	SFY2024	SFY2024	SFY2024	SFY2024	SFY2024	Requirement
	ALERTS	ALERTS	ALERTS	WITH 2023 MATCH	ALERTS	Federal	State	%
1. OAA ADMIN. III C-1	\$205,946.00		\$205,946.00	\$0.00	\$205,946.00	\$154,459.00	\$51,487.00	25.00%
2. OAA ADMIN. III-E	\$22,332.00		\$22,332.00	\$0.00	\$22,332.00	\$16,749.00	\$5,583.00	25.00%
3. SSBG ADMIN.	\$67,684.00		\$67,684.00	\$0.00	\$67,684.00	\$67,684.00	\$0.00	
4. TITLE III-B	\$441,142.00		\$441,142.00	\$0.00	\$441,142.00	\$416,634.00	\$24,508.00	5.56%
5. TITLE III-C1	\$380,895.00		\$380,895.00	\$0.00	\$380,895.00	\$359,734.00	\$21,161.00	5.56%
6. TITLE III-C2	\$443,217.00		\$443,217.00	\$0.00	\$443,217.00	\$418,594.00	\$24,623.00	5.56%
7. TITLE III-D	\$27,061.00		\$27,061.00	\$0.00	\$27,061.00	\$27,061.00	\$0.00	
8. TITLE III-E CAREGIVER	\$177,443.00		\$177,443.00	\$0.00	\$177,443.00	\$177,443.00	\$0.00	
9. NSIP	\$107,038.00		\$107,038.00	\$0.00	\$107,038.00	\$107,038.00	\$0.00	
10. TITLE VII ELDER ABUSE	\$2,227.00		\$2,227.00	\$0.00	\$2,227.00	\$2,227.00	\$0.00	
11. TITLE VII FED. OMB	\$21,968.00		\$21,968.00	\$0.00	\$21,968.00	\$21,968.00	\$0.00	
12. STATE IND. LIVING SUPPORTS	\$338,786.64		\$338,786.64	\$0.00	\$338,786.64	\$0.00	\$338,786.64	
13. STATE OMBUDSMAN	\$35,207.00		\$35,207.00	\$0.00	\$35,207.00	\$0.00	\$35,207.00	
14. STATE OMB. VISITATION	\$20,793.00		\$20,793.00	\$0.00	\$20,793.00	\$0.00	\$20,793.00	
15. STATE RESPITE	\$19,628.00		\$19,628.00	\$0.00	\$19,628.00	\$0.00	\$19,628.00	
16. STATE DIRECT CARE WORKER	\$95,195.00		\$95,195.00	\$0.00	\$95,195.00	\$0.00	\$95,195.00	
17. S.H.I.P.	\$25,063.00		\$25,063.00	\$0.00	\$25,063.00	\$25,063.00	\$0.00	
18. SENIOR MEDICARE PATROL	\$22,908.00		\$22,908.00	\$0.00	\$22,908.00	\$22,908.00	\$0.00	
19. SSBG - HCB WAIT LIST	\$235,135.00		\$235,135.00	\$0.00	\$235,135.00	\$235,135.00	\$0.00	
20. SSBG - SERVICES	\$609,154.00		\$609,154.00	\$0.00	\$609,154.00	\$609,154.00	\$0.00	
21. MIPPA SHIP	\$1,638.00		\$1,638.00	\$0.00	\$1,638.00	\$1,638.00	\$0.00	
22. MIPPA AAA	\$1,406.00		\$1,406.00	\$0.00	\$1,406.00	\$1,406.00	\$0.00	
23. MIPPA ADRC	\$634.00		\$634.00	\$0.00	\$634.00	\$634.00	\$0.00	
24. ARPA III-B	\$2,295.53		\$2,295.53	\$0.00	\$2,295.53	\$2,168.00	\$127.53	5.56%
25. ARPA III-C1	\$727.41		\$727.41	\$0.00	\$727.41	\$687.00	\$40.41	5.56%
26. ARPA III-C1 ADMIN	\$562.67		\$562.67	\$38,666.67	\$39,229.34	\$29,422.01	\$9,807.34	25.00%
27. ARPA III-C2	\$1,807.41		\$1,807.41	\$0.00	\$1,807.41	\$1,707.00	\$100.41	5.56%
28. ARPA III-D	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
29. ARPA III-E	\$540.00		\$540.00	\$15,000.00	\$15,540.00	\$15,540.00	\$0.00	
30. ARPA III-E ADMIN.	\$66.67		\$66.67	\$0.00	\$66.67	\$50.00	\$16.67	25.00%
31. ARPA VII FED OMB.	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
32. PUBLIC HEALTH WORKFORCE	\$0.00		\$0.00	\$32,020.08	\$32,020.08	\$32,020.08	\$0.00	
33. ACCESS VACCINE	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
34. STATE AGING HOUSING ASSISTANCE	\$240,000.00		\$240,000.00	\$0.00	\$240,000.00	\$0.00	\$240,000.00	
35. STATE ONE-TIME FUNDING		\$237,989.00	\$237,989.00	\$0.00	\$237,989.00	\$0.00	\$237,989.00	
<b>TOTAL</b>	<b>\$3,548,500.33</b>	<b>\$237,989.00</b>	<b>\$3,786,489.33</b>	<b>\$85,686.75</b>	<b>\$3,872,176.08</b>	<b>\$2,747,123.08</b>	<b>\$1,125,053.00</b>	

DIVISION OF AGING & ADULT SERVICES								
STATE TOTAL	CONTRACT OBLIGATION FOR SFY 2024							
	8/10/2023	INCREASE	REVISED	2023	TOTAL SFY2024 ALERTS	TOTAL SFY2024 Federal	TOTAL SFY2024 State	Match Requirement %
	SUBTOTAL	(DECREASE)	SUBTOTAL	FEDERAL				
	SFY2024	SFY2024	SFY2024	CARRYOVER				
	ALERTS	ALERTS	ALERTS	WITH 2024 MATCH				
1. OAA ADMIN. III C-1	\$3,875,347.00		\$3,875,347.00	\$0.00	\$3,875,347.00	\$2,906,508.00	\$968,839.00	25.00%
2. OAA ADMIN. III-E	\$573,669.00		\$573,669.00	\$0.00	\$573,669.00	\$430,250.00	\$143,419.00	25.00%
3. SSBG ADMIN.	\$794,202.00		\$794,202.00	\$0.00	\$794,202.00	\$794,202.00	\$0.00	
4. TITLE III-B	\$9,272,636.00		\$9,272,636.00	\$0.00	\$9,272,636.00	\$8,757,486.00	\$515,150.00	5.56%
5. TITLE III-C1	\$7,954,187.00		\$7,954,187.00	\$0.00	\$7,954,187.00	\$7,512,285.00	\$441,902.00	5.56%
6. TITLE III-C2	\$9,575,347.00		\$9,575,347.00	\$0.00	\$9,575,347.00	\$9,043,379.00	\$531,968.00	5.56%
7. TITLE III-D	\$589,842.00		\$589,842.00	\$0.00	\$589,842.00	\$589,842.00	\$0.00	
8. TITLE III-E CAREGIVER	\$3,872,251.00		\$3,872,251.00	\$0.00	\$3,872,251.00	\$3,872,251.00	\$0.00	
9. NSIP	\$1,875,370.00		\$1,875,370.00	\$0.00	\$1,875,370.00	\$1,875,370.00	\$0.00	
10. TITLE VII ELDER ABUSE	\$48,824.00		\$48,824.00	\$0.00	\$48,824.00	\$48,824.00	\$0.00	
11. TITLE VII FED. OMB	\$478,789.00		\$478,789.00	\$0.00	\$478,789.00	\$478,789.00	\$0.00	
12. STATE IND. LIVING SUPPORTS	\$3,940,438.14		\$3,940,438.14	\$0.00	\$3,940,438.14	\$0.00	\$3,940,438.14	
13. STATE OMBUDSMAN	\$814,116.00		\$814,116.00	\$0.00	\$814,116.00	\$0.00	\$814,116.00	
14. STATE OMB. VISITATION	\$1,000,000.00		\$1,000,000.00	\$0.00	\$1,000,000.00	\$0.00	\$1,000,000.00	
15. STATE RESPITE	\$462,000.00		\$462,000.00	\$0.00	\$462,000.00	\$0.00	\$462,000.00	
16. STATE DIRECT CARE WORKER	\$2,000,000.00		\$2,000,000.00	\$0.00	\$2,000,000.00	\$0.00	\$2,000,000.00	
17. S.H.I.P.	\$645,986.00		\$645,986.00	\$0.00	\$645,986.00	\$645,986.00	\$0.00	
18. SENIOR MEDICARE PATROL	\$572,699.00		\$572,699.00	\$0.00	\$572,699.00	\$572,699.00	\$0.00	
19. SSBG - HCB WAIT LIST	\$3,800,000.00		\$3,800,000.00	\$0.00	\$3,800,000.00	\$3,800,000.00	\$0.00	
20. SSBG - SERVICES	\$8,324,724.00		\$8,324,724.00	\$0.00	\$8,324,724.00	\$8,324,724.00	\$0.00	
21. MIPPA SHIP	\$40,901.00		\$40,901.00	\$0.00	\$40,901.00	\$40,901.00	\$0.00	
22. MIPPA AAA	\$35,054.00		\$35,054.00	\$0.00	\$35,054.00	\$35,054.00	\$0.00	
23. MIPPA ADRC	\$15,680.00		\$15,680.00	\$0.00	\$15,680.00	\$15,680.00	\$0.00	
24. ARPA III-B	\$49,218.36		\$49,218.36	\$2,521,224.35	\$2,570,442.71	\$2,427,639.19	\$142,803.52	5.56%
25. ARPA III-C1	\$15,626.13		\$15,626.13	\$1,856,580.27	\$1,872,206.40	\$1,768,194.10	\$104,012.30	5.56%
26. ARPA III-C1 ADMIN	\$14,470.71		\$14,470.71	\$914,804.05	\$929,274.76	\$696,956.10	\$232,318.66	25.00%
27. ARPA III-C2	\$38,571.90		\$38,571.90	\$2,004,064.79	\$2,042,636.69	\$1,929,155.96	\$113,480.73	5.56%
28. ARPA III-D	\$0.00		\$0.00	\$355,733.25	\$355,733.25	\$355,733.25	\$0.00	
29. ARPA III-E	\$11,537.00		\$11,537.00	\$536,571.33	\$548,108.33	\$548,108.33	\$0.00	
30. ARPA III-E ADMIN.	\$1,709.36		\$1,709.36	\$103,701.33	\$105,410.69	\$79,058.04	\$26,352.65	25.00%
31. ARPA VII FED OMB.	\$0.00		\$0.00	\$164,728.00	\$164,728.00	\$164,728.00	\$0.00	
32. PUBLIC HEALTH WORKFORCE	\$45,000.00		\$45,000.00	\$222,859.08	\$267,859.08	\$267,859.08	\$0.00	
33. ACCESS VACCINE	\$0.00		\$0.00	\$24,867.00	\$24,867.00	\$24,867.00	\$0.00	
34. STATE AGING HOUSING ASSISTANCE	\$5,000,000.00		\$5,000,000.00	\$0.00	\$5,000,000.00	\$0.00	\$5,000,000.00	
35. STATE ONE-TIME FUNDING		\$5,000,000.00	\$5,000,000.00	\$0.00	\$5,000,000.00	\$0.00	\$5,000,000.00	
<b>TOTAL</b>	<b>\$65,738,195.60</b>	<b>\$5,000,000.00</b>	<b>\$70,738,195.60</b>	<b>\$8,705,133.45</b>	<b>\$79,443,329.05</b>	<b>\$58,006,529.05</b>	<b>\$21,436,800.00</b>	

DIVISION OF AGING & ADULT SERVICES							
CONTRACT OBLIGATION FOR SFY 2024							
	8/10/2023	INCREASE	REVISED	2023			
	SUBTOTAL	(DECREASE)	SUBTOTAL	FEDERAL	TOTAL	TOTAL	TOTAL
	SFY2024	SFY2024	SFY2024	CARRYOVER	SFY2024	SFY2024	SFY2024
STATE TOTAL	ALERTS	ALERTS	ALERTS	WITH 2024 MATCH	ALERTS	Federal	State
OLDER AMERICANS ACT	\$36,240,892.00		\$36,240,892.00	\$0.00	\$36,240,892.00	\$33,639,614.00	\$2,601,278.00
STATE (ILS, RSP, OMB, DCW, AHA)	\$13,216,554.14	\$5,000,000.00	\$18,216,554.14	\$0.00	\$18,216,554.14	\$0.00	\$18,216,554.14
SSBG	\$9,118,926.00		\$9,118,926.00	\$0.00	\$9,118,926.00	\$9,118,926.00	\$0.00
SSBG - HCB WAIT LIST	\$3,800,000.00		\$3,800,000.00	\$0.00	\$3,800,000.00	\$3,800,000.00	\$0.00
S.H.I.P./SENIOR PATROL	\$1,218,685.00		\$1,218,685.00	\$0.00	\$1,218,685.00	\$1,218,685.00	\$0.00
NSIP	\$1,875,370.00		\$1,875,370.00	\$0.00	\$1,875,370.00	\$1,875,370.00	\$0.00
MIPPA	\$91,635.00		\$91,635.00	\$0.00	\$91,635.00	\$91,635.00	\$0.00
ARPA	\$131,133.46		\$131,133.46	\$8,457,407.37	\$8,588,540.83	\$7,969,572.97	\$618,967.86
PUBLIC HEALTH WORKFORCE	\$45,000.00		\$45,000.00	\$222,859.08	\$267,859.08	\$267,859.08	\$0.00
ACCESS VACCINE	\$0.00		\$0.00	\$24,867.00	\$24,867.00	\$24,867.00	\$0.00
TOTAL	\$65,738,195.60	\$5,000,000.00	\$70,738,195.60	\$8,705,133.45	\$79,443,329.05	\$58,006,529.05	\$21,436,800.00
1. ALERT 24-1A	TITLE III/VI PLANNING LEVELS FOR SFY 2024						3/29/2023
2. ALERT 24-2/2A	SSBG ALLOCATION FOR SFY 2024 / SSBG WAITLIST ALLOCATION FOR SFY2024						3/29/2023
3. ALERT 24-3D	\$5M STATE ONE-TIME FUNDING ALLOCATION						8/15/2023
4. ALERT 24-6	NSIP ALLOCATIONS FOR SFY 2024						3/29/2023
5. ALERT 24-7A	SENIOR PATROL ADDITIONAL ALLOCATIONS FOR SFY 2024						5/19/2023
6. ALERT 24-9C	EXPANDING PUBLIC HEALTH WORKFORCE FOR SFY 2024 / Increased ARPA Title Funding						5/19/2023
7. ALERT 24-11	MIPPA 2 MO. ALLOCATIONS FOR FY 2024						3/29/2023

Region	Ammendment	Contract no.	Timeframe	SFY
Organization	SEAGO	18 CTR048043	7/1/23-6/30/24	24

	Service	Admin	Admin	Adaptive Aids	Advocacy	Attendant Care	Comm. Edu. & Info	Caregiver Training	Case Mgmt.
	DAARS Codes	ADM	ADM	ADP	ADV	ATT	CEI	CGT	CMG
	Program Codes	FCS	HCB	HCB	HCB	HCB	FCS	FCS	HCB
	Service Detail Code								
Ln	Fund Source								
1	OAA Admin (III C-1)		205,946.00						
2	OAA Admin (III E)	22,332.00							
3	SSBG Admin		67,684.00						
4	Title III-B			3,000.00	15,000.00	338,254.00	5,000.00		80,000.00
5	Title III-C1								
6	Title III-C2								
7	Title III-D Prev Hlth								
8	Title III-E Caregiver			2,000.00			18,000.00	7,000.00	
9	NSIP								
10	Title VII Eld Abus								
11	Title VII OMB								
12	State Ind Living			2,000.00	19,699.00	29,801.00			104,956.67
13	State OMB								
14	State RSP								
15	SSBG								
16	SHIP								
17	Senior Patrol								
18	Refugee								
19	SSBG - HCB Wait List								
20	SSBG - Admin.								
21	SSBG - Services					184,816.00			141,368.00
22	EXPANDING PUBLIC HEALTH WORKFORCE								
23	STATE DIRECT CARE WORKER								
24	STATE DIRECT CARE INCENTIVE								
25	STATE OMB. VISITATION								
26	MIPPA-S.H.I.P.								
27	MIPPA-AAA								
28	MIPPA-ADRC								
29	ARPA - III-B								
30	ARPA - III-C1								
31	ARPA - III-C1 ADMIN								
32	ARPA - III-C2								
33	ARPA - III-D								
34	ARPA - III-E								
35	ARPA - III-E ADMIN								
36	ARPA - VII FED OMBUDSMAN								
37	Vaccine OAA								
38	State One-Time Funding					237,989.00			
39	State Aging Housing Assistance								

Contract Reimbursement Ceiling	22,332.00	273,630.00	7,000.00	34,699.00	790,860.00	23,000.00	7,000.00	326,324.67
--------------------------------	-----------	------------	----------	-----------	------------	-----------	----------	------------

Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state match

Incorporated State Match	5,583.00	51,486.50	166.67	833.34	18,792.04	277.78	-	4,444.48
Additional State Funding	-	-	2,000.00	19,699.00	267,790.00	-	-	104,956.67
TOTAL STATE FUNDS	5,583.00	51,486.50	2,166.67	20,532.34	286,582.04	277.78	-	109,401.15

#### DIRECT SERVICES

ALTCS								
Program Income								
Non-Fed In-kind								60,000.00
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	60,000.00

#### Sub-contracted SERVICES

ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash			700.00					6,000.00
Other Federal								
Total	-	-	700.00	-	-	-	-	6,000.00

Grand Total	22,332.00	273,630.00	7,700.00	34,699.00	790,860.00	23,000.00	7,000.00	392,324.67
-------------	-----------	------------	----------	-----------	------------	-----------	----------	------------

#### EXPENSES

Personnel - Direct	12,505.00	128,000.00		15,599.00		13,000.00	4,500.00	200,456.67
ERE - Direct	5,000.00	36,000.00		4,200.00		6,000.00	1,500.00	15,000.00
Professional/Out								
Direct	2,800.00	28,000.00		6,600.00		1,000.00		65,000.00
Sub-contracted			7,700.00		790,860.00			66,000.00
Travel - Direct		13,796.00		1,000.00		1,000.00		12,868.00
Space - Direct								15,000.00
Equipment - Direct								
One-Time								
Ongoing								
Material/Supplies-Direct		30,000.00		2,000.00		500.00		5,000.00
Operating Svcs - Direct		6,834.00		1,300.00				6,000.00
Allocated Indirect - Direct	2,027.00	31,000.00		4,000.00		1,500.00	1,000.00	7,000.00
SubTotal DIRECT	22,332.00	273,630.00	-	34,699.00	-	23,000.00	7,000.00	326,324.67
SubTotal PURCH	-	-	7,700.00	-	790,860.00	-	-	66,000.00
TOTAL SERVICE	22,332.00	273,630.00	7,700.00	34,699.00	790,860.00	23,000.00	7,000.00	392,324.67

40



Service	Cong. Meals	State Aging Housing	State Aging Housing	State Aging Housing	Home Del. Meals	Health Edu.	Housekeeping	Info & Ref.
DAARS Codes	CNG	ADM	HSS	RPR	HDM	HED	HSK	INR
Program Codes	HCB	HCB	HCB	HCB	HCB	HPR	HCB	FCS
Service Detail Code		AHA	AHA	AHA				
Fund Source								
OAA Admin (III C-1)								
OAA Admin (III E)								
SSBG Admin								
Title III-B						20,000.00		15,000.00
Title III-C1	250,000.00							
Title III-C2					377,000.00			
Title III-D Prev Hlth						27,061.00		
Title III-E Caregiver								44,443.00
NSIP					107,038.00			
Title VII Eld Abus								
Title VII OMB								
State Ind Living	45,307.00				79,450.97	2,000.00		
State OMB								
State RSP								
SSBG								
SHIP								
Senior Patrol								
Refugee								
SSBG - HCB Wait List								
SSBG - Admin.								
SSBG - Services	10,699.00				139,613.00		58,253.00	
EXPANDING PUBLIC HEALTH WORKFORCE								
STATE DIRECT CARE WORKER								
STATE DIRECT CARE INCENTIVE								
STATE OMB. VISITATION								
MIPPA-S.H.I.P.								
MIPPA-AAA								
MIPPA-ADRC								
ARPA - III-B								
ARPA - III-C1								
ARPA - III-C1 ADMIN								
ARPA - III-C2								
ARPA - III-D								
ARPA - III-E								
ARPA - III-E ADMIN								
ARPA - VII FED OMBUDSMAN								
Vaccine OAA								
State One-Time Funding								
State Aging Housing Assistance		24,000.00	40,000.00	176,000.00				
Contract Reimbursement Ceiling	306,006.00	24,000.00	40,000.00	176,000.00	703,101.97	49,061.00	58,253.00	59,443.00
Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state								
Incorporated State Match	13,889.00	-	-	-	20,944.61	1,111.12	-	833.34
Additional State Funding	45,307.00	24,000.00	40,000.00	176,000.00	79,450.97	2,000.00	-	-
TOTAL STATE FUNDS	59,196.00	24,000.00	40,000.00	176,000.00	100,395.58	3,111.12	-	833.34
DIRECT SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-
Sub-contracted SERVICES								
ALTCS					30,000.00			
Program Income					30,000.00			
Non-Fed In-kind					45,000.00			
Non-Fed Cash					50,000.00			
Other Federal								
Total	-	-	-	-	155,000.00	-	-	-
Grand Total	306,006.00	24,000.00	40,000.00	176,000.00	858,101.97	49,061.00	58,253.00	59,443.00
EXPENSES								
Personnel - Direct						22,500.00		42,000.00
ERE - Direct						9,000.00		8,500.00
Professional/Out								
Direct		24,000.00	40,000.00	176,000.00		3,000.00		2,443.00
Sub-contracted	306,006.00				858,101.97		58,253.00	
Travel - Direct						5,000.00		500.00
Space - Direct								
Equipment - Direct								
One-Time								
Ongoing								
Material/Supplies-Direct						2,561.00		1,000.00
Operating Svcs - Direct						1,000.00		1,000.00
Allocated Indirect -Direct						6,000.00		4,000.00
SubTotal DIRECT	-	24,000.00	40,000.00	176,000.00	-	49,061.00	-	59,443.00
SubTotal PURCH	306,006.00	-	-	-	858,101.97	-	58,253.00	-
TOTAL SERVICE	306,006.00	24,000.00	40,000.00	176,000.00	858,101.97	49,061.00	58,253.00	59,443.00

Service	Long Term Care Advo.	Long Term Care Advo.	Home Nursing	Outreach	Outreach	Peer Counseling	Program Dev.	Home Repair & Renovation
DAARS Codes	LTC	LTC	NRH	OTR	OTR	PCS	PGD	RPR
Program Codes	OMB	OMB	HCB	FCS	HCB	FCS	HCB	FCS
Service Detail Code		FTE						
Fund Source								
OAA Admin (III C-1)								
OAA Admin (III E)								
SSBG Admin								
Title III-B			2,069.00		17,931.00	10,000.00	5,000.00	2,000.00
Title III-C1								
Title III-C2								
Title III-D Prev Hlth								
Title III-E Caregiver				10,000.00		16,000.00		4,000.00
NSIP								
Title VII Eld Abus	2,227.00							
Title VII OMB	21,968.00							
State Ind Living			2,000.00				3,650.00	2,000.00
State OMB	35,207.00							
State RSP								
SSBG								
SHIP								
Senior Patrol								
Refugee								
SSBG - HCB Wait List								
SSBG - Admin.								
SSBG - Services			4,931.00					
EXPANDING PUBLIC HEALTH WORKFORCE								
STATE DIRECT CARE WORKER								
STATE DIRECT CARE INCENTIVE								
STATE OMB. VISITATION		20,793.00						
MIPPA-S.H.I.P.								
MIPPA-AAA								
MIPPA-ADRC								
ARPA - III-B								
ARPA - III-C1								
ARPA - III-C1 ADMIN								
ARPA - III-C2								
ARPA - III-D								
ARPA - III-E								
ARPA - III-E ADMIN								
ARPA - VII FED OMBUDSMAN								
Vaccine OAA								
State One-Time Funding								
State Aging Housing Assistance								
Contract Reimbursement Ceiling	59,402.00	20,793.00	9,000.00	10,000.00	17,931.00	26,000.00	8,650.00	8,000.00
Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state								
Incorporated State Match	-	-	114.95	-	996.17	555.56	277.78	111.11
Additional State Funding	35,207.00	20,793.00	2,000.00	-	-	-	3,650.00	2,000.00
TOTAL STATE FUNDS	35,207.00	20,793.00	2,114.95	-	996.17	555.56	3,927.78	2,111.11
DIRECT SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind	14,504.00							
Non-Fed Cash								
Other Federal								
Total	14,504.00	-	-	-	-	-	-	-
Sub-contracted SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash			900.00					800.00
Other Federal								
Total	-	-	900.00	-	-	-	-	800.00
Grand Total	73,906.00	20,793.00	9,900.00	10,000.00	17,931.00	26,000.00	8,650.00	8,800.00
EXPENSES								
Personnel - Direct	39,202.00	7,000.00		5,000.00	10,000.00	13,000.00	4,000.00	
ERE - Direct	9,000.00	2,000.00		2,000.00	4,000.00	5,800.00	1,000.00	
Professional/Out								
Direct	17,504.00	8,793.00		500.00		1,000.00	3,000.00	
Sub-contracted			9,900.00					8,800.00
Travel - Direct	4,500.00			500.00	2,931.00	2,000.00		
Space - Direct								
Equipment - Direct								
One-Time								
Ongoing								
Material/Supplies-Direct	500.00	2,000.00		500.00		500.00		
Operating Svcs - Direct	500.00					1,200.00		
Allocated Indirect -Direct	2,700.00	1,000.00		1,500.00	1,000.00	2,500.00	650.00	
SubTotal DIRECT	73,906.00	20,793.00	-	10,000.00	17,931.00	26,000.00	8,650.00	-
SubTotal PURCH	-	-	9,900.00	-	-	-	-	8,800.00
TOTAL SERVICE	73,906.00	20,793.00	9,900.00	10,000.00	17,931.00	26,000.00	8,650.00	8,800.00

Service	Respite Care	State Health Insurance Info. Edu. & Fraud Prog.					Transportation	
DAARS Codes	RSP	SHI	SHI	SHI	SHI	SHI	TSP	ADC
Program Codes	FCS	SHP	SHP	SHP	SHP	SMP	HCB	FCS
Service Detail Code		MAM	MDM	MSM	OTR			ARP
Fund Source								
OAA Admin (III C-1)								
OAA Admin (III E)								
SSBG Admin								
Title III-B	60,000.00				7,000.00	5,000.00	53,000.00	
Title III-C1								
Title III-C2								
Title III-D Prev Hlth								
Title III-E Caregiver	20,000.00						56,000.00	
NSIP								
Title VII Eld Abus								
Title VII OMB								
State Ind Living					8,000.00	6,000.00	33,922.00	
State OMB								
State RSP	19,628.00							
SSBG								
SHIP					25,063.00			
Senior Patrol						22,908.00		
Refugee								
SSBG - HCB Wait List								
SSBG - Admin.								
SSBG - Services	4,259.00						65,215.00	
EXPANDING PUBLIC HEALTH WORKFORCE								
STATE DIRECT CARE WORKER								
STATE DIRECT CARE INCENTIVE								
STATE OMB. VISITATION								
MIPPA-S.H.I.P.				1,638.00				
MIPPA-AAA		1,406.00						
MIPPA-ADRC			634.00					
ARPA - III-B								
ARPA - III-C1								
ARPA - III-C1 ADMIN								
ARPA - III-C2								
ARPA - III-D								
ARPA - III-E								
ARPA - III-E ADMIN								
ARPA - VII FED OMBUDSMAN								
Vaccine OAA								
State One-Time Funding								
State Aging Housing Assistance								
Contract Reimbursement Ceiling	103,887.00	1,406.00	634.00	1,638.00	40,063.00	33,908.00	208,137.00	-
Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state								
Incorporated State Match	3,333.36	-	-	-	388.89	277.78	2,944.47	-
Additional State Funding	19,628.00	-	-	-	8,000.00	6,000.00	33,922.00	-
TOTAL STATE FUNDS	22,961.36	-	-	-	8,388.89	6,277.78	36,866.47	-
DIRECT SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind					15,504.00			
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	15,504.00	-	-	-
Sub-contracted SERVICES								
ALTCS								
Program Income							6,000.00	
Non-Fed In-kind								
Non-Fed Cash							450,000.00	
Other Federal							400,000.00	
Total	-	-	-	-	-	-	856,000.00	-
Grand Total	103,887.00	1,406.00	634.00	1,638.00	55,567.00	33,908.00	1,064,137.00	-
EXPENSES								
Personnel - Direct					21,163.00	17,487.00		
ERE - Direct					8,000.00	8,421.00		
Professional/Out								
Direct		1,406.00	634.00	1,638.00	16,504.00	2,000.00		
Sub-contracted	103,887.00						1,064,137.00	
Travel - Direct					3,000.00	2,000.00		
Space - Direct								
Equipment - Direct								
One-Time								
Ongoing								
Material/Supplies-Direct					500.00	500.00		
Operating Svcs - Direct					1,200.00	500.00		
Allocated Indirect -Direct					5,200.00	3,000.00		
SubTotal DIRECT	-	1,406.00	634.00	1,638.00	55,567.00	33,908.00	-	-
SubTotal PURCH	103,887.00	-	-	-	-	-	1,064,137.00	-
TOTAL SERVICE	103,887.00	1,406.00	634.00	1,638.00	55,567.00	33,908.00	1,064,137.00	-

Service								
DAARS Codes	ADM	ADM	ADP	ADP	ATT	CEI	CEI	CGT
Program Codes	FCS	HCB	FCS	HCB	HCB	FCS	HCB	FCS
Service Detail Code	ARP	ARP	ARP	ARP	ARP	ARP	ARP	ARP
Fund Source								
OAA Admin (III C-1)								
OAA Admin (III E)								
SSBG Admin								
Title III-B								
Title III-C1								
Title III-C2								
Title III-D Prev Hlth								
Title III-E Caregiver								
NSIP								
Title VII Eld Abus								
Title VII OMB								
State Ind Living								
State OMB								
State RSP								
SSBG								
SHIP								
Senior Patrol								
Refugee								
SSBG - HCB Wait List								
SSBG - Admin.								
SSBG - Services								
EXPANDING PUBLIC HEALTH WORKFORCE								
STATE DIRECT CARE WORKER								
STATE DIRECT CARE INCENTIVE								
STATE OMB. VISITATION								
MIPPA-S.H.I.P.								
MIPPA-AAA								
MIPPA-ADRC								
ARPA - III-B								
ARPA - III-C1								
ARPA - III-C1 ADMIN		39,229.34						
ARPA - III-C2								
ARPA - III-D								
ARPA - III-E								
ARPA - III-E ADMIN	66.67							
ARPA - VII FED OMBUDSMAN								
Vaccine OAA								
State One-Time Funding								
State Aging Housing Assistance								
Contract Reimbursement Ceiling	66.67	39,229.34	-	-	-	-	-	-
Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state								
Incorporated State Match	16.67	9,807.34	-	-	-	-	-	-
Additional State Funding	-	-	-	-	-	-	-	-
TOTAL STATE FUNDS	16.67	9,807.34	-	-	-	-	-	-
DIRECT SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-
Sub-contracted SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-
Grand Total	66.67	39,229.34	-	-	-	-	-	-
PENSES								
Personnel - Direct		17,229.34						
ERE - Direct		6,000.00						
Professional/Out								
Direct	66.67	2,450.97						
Sub-contracted								
Travel - Direct		10,549.03						
Space - Direct								
Equipment - Direct								
One-Time								
Ongoing								
Material/Supplies-Direct		1,000.00						
Operating Svcs - Direct								
Allocated Indirect -Direct		2,000.00						
SubTotal DIRECT	66.67	39,229.34	-	-	-	-	-	-
SubTotal PURCH	-	-	-	-	-	-	-	-
TOTAL SERVICE	66.67	39,229.34	-	-	-	-	-	-

Service	COVID Funding							
DAARS Codes	CMG	CMG	CNG	HDM	HED	HSK	INR	LGL
Program Codes	FCS	HCB	HCB	HCB	HPR	HCB	FCS	LSA
Service Detail Code	ARP	ARP	ARP	ARP	ARP	ARP	ARP	ARP
Fund Source								
OAA Admin (III C-1)								
OAA Admin (III E)								
SSBG Admin								
Title III-B								
Title III-C1								
Title III-C2								
Title III-D Prev Hlth								
Title III-E Caregiver								
NSIP								
Title VII Eld Abus								
Title VII OMB								
State Ind Living								
State OMB								
State RSP								
SSBG								
SHIP								
Senior Patrol								
Refugee								
SSBG - HCB Wait List								
SSBG - Admin.								
SSBG - Services								
EXPANDING PUBLIC HEALTH WORKFORCE								
STATE DIRECT CARE WORKER								
STATE DIRECT CARE INCENTIVE								
STATE OMB. VISITATION								
MIPPA-S.H.I.P.								
MIPPA-AAA								
MIPPA-ADRC								
ARPA - III-B							2,295.53	
ARPA - III-C1			727.41					
ARPA - III-C1 ADMIN								
ARPA - III-C2				1,807.41				
ARPA - III-D								
ARPA - III-E								
ARPA - III-E ADMIN								
ARPA - VII FED OMBUDSMAN								
Vaccine OAA								
State One-Time Funding								
State Aging Housing Assistance								

Contract Reimbursement Ceiling	-	-	727.41	1,807.41	-	-	2,295.53	-
--------------------------------	---	---	--------	----------	---	---	----------	---

Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state

Incorporated State Match	-	-	40.41	100.41	-	-	127.53	-
Additional State Funding	-	-	-	-	-	-	-	-
TOTAL STATE FUNDS	-	-	40.41	100.41	-	-	127.53	-

PROJECT SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-

Sub-contracted SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-

Grand Total	-	-	727.41	1,807.41	-	-	2,295.53	-
-------------	---	---	--------	----------	---	---	----------	---

PENSES								
Personnel - Direct								
ERE - Direct								
Professional/Out								
Direct								
Sub-contracted			727.41	1,807.41				
Travel - Direct								
Space - Direct								
Equipment - Direct								
One-Time								
Ongoing								
Material/Supplies-Direct							2,295.53	
Operating Svcs - Direct								
Allocated Indirect -Direct								
SubTotal DIRECT	-	-	-	-	-	-	2,295.53	-
SubTotal PURCH	-	-	727.41	1,807.41	-	-	-	-
TOTAL SERVICE	-	-	727.41	1,807.41	-	-	2,295.53	-

Service								
DAARS Codes	LTC	MCO	PCS	PGD	PRC	REA	RPR	RPR
Program Codes	OMB	HCN	FCS	HCN	HCN	HCN	FCS	HCN
Service Detail Code	ARP	ARP	ARP	ARP	ARP	ARP	ARP	ARP
Fund Source								
OAA Admin (III C-1)								
OAA Admin (III E)								
SSBG Admin								
Title III-B								
Title III-C1								
Title III-C2								
Title III-D Prev Hlth								
Title III-E Caregiver								
NSIP								
Title VII Eld Abuse								
Title VII OMB								
State Ind Living								
State OMB								
State RSP								
SSBG								
SHIP								
Senior Patrol								
Refugee								
SSBG - HCB Wait List								
SSBG - Admin.								
SSBG - Services								
EXPANDING PUBLIC HEALTH WORKFORCE								
STATE DIRECT CARE WORKER								
STATE DIRECT CARE INCENTIVE								
STATE OMB. VISITATION								
MIPPA-S.H.I.P.								
MIPPA-AAA								
MIPPA-ADRC								
ARPA - III-B								
ARPA - III-C1								
ARPA - III-C1 ADMIN								
ARPA - III-C2								
ARPA - III-D								
ARPA - III-E								
ARPA - III-E ADMIN								
ARPA - VII FED OMBUDSMAN								
Vaccine OAA								
State One-Time Funding								
State Aging Housing Assistance								

Contract Reimbursement Ceiling	-	-	-	-	-	-	-	-
--------------------------------	---	---	---	---	---	---	---	---

Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state

Incorporated State Match	-	-	-	-	-	-	-	-
Additional State Funding	-	-	-	-	-	-	-	-

TOTAL STATE FUNDS	-	-	-	-	-	-	-	-
-------------------	---	---	---	---	---	---	---	---

PROJECT SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-

Sub-contracted SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-

Grand Total	-	-	-	-	-	-	-	-
-------------	---	---	---	---	---	---	---	---

PENSES								
Personnel - Direct								
ERE - Direct								
Professional/Out								
Direct								
Sub-contracted								
Travel - Direct								
Space - Direct								
Equipment - Direct								
One-Time								
Ongoing								
Material/Supplies-Direct								
Operating Svcs - Direct								
Allocated Indirect -Direct								
SubTotal DIRECT	-	-	-	-	-	-	-	-
SubTotal PURCH	-	-	-	-	-	-	-	-
TOTAL SERVICE	-	-	-	-	-	-	-	-

Service								
DAARS Codes	RSP	TSP	TSP	LTC	ADM	CEI	ADM	PGD
Program Codes	FCS	HC	FCS	OMB	HC	HC	HC	HC
Service Detail Code	ARP	ARP	ARP	CRR	VA1	VA1	PHW	PHW
Fund Source								
OAA Admin (III C-1)								
OAA Admin (III E)								
SSBG Admin								
Title III-B								
Title III-C1								
Title III-C2								
Title III-D Prev Hlth								
Title III-E Caregiver								
NSIP								
Title VII Eld Abus								
Title VII OMB								
State Ind Living								
State OMB								
State RSP								
SSBG								
SHIP								
Senior Patrol								
Refugee								
SSBG - HCB Wait List								
SSBG - Admin.								
SSBG - Services								
EXPANDING PUBLIC HEALTH WORKFORCE							5,457.02	41,145.21
STATE DIRECT CARE WORKER								
STATE DIRECT CARE INCENTIVE								
STATE OMB. VISITATION								
MIPPA-S.H.I.P.								
MIPPA-AAA								
MIPPA-ADRC								
ARPA - III-B								
ARPA - III-C1								
ARPA - III-C1 ADMIN								
ARPA - III-C2								
ARPA - III-D								
ARPA - III-E	-		15,540.00					
ARPA - III-E ADMIN								
ARPA - VII FED OMBUDSMAN								
Vaccine OAA						32,842.35		
State One-Time Funding								
State Aging Housing Assistance								
Contract Reimbursement Ceiling	-	-	15,540.00	-	-	32,842.35	5,457.02	41,145.21
Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state								
Incorporated State Match	-	-	-	-	-	-	-	-
Additional State Funding	-	-	-	-	-	-	-	-
TOTAL STATE FUNDS	-	-	-	-	-	-	-	-
DIRECT SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-
Sub-contracted SERVICES								
ALTCS								
Program Income								
Non-Fed In-kind								
Non-Fed Cash								
Other Federal								
Total	-	-	-	-	-	-	-	-
Grand Total	-	-	15,540.00	-	-	32,842.35	5,457.02	41,145.21
PENSES								
Personnel - Direct								
ERE - Direct								
Professional/Out								
Direct						32,842.35	5,457.02	41,145.21
Sub-contracted	-		15,540.00					
Travel - Direct								
Space - Direct								
Equipment - Direct								
One-Time								
Ongoing								
Material/Supplies-Direct								
Operating Svcs - Direct								
Allocated Indirect -Direct								
SubTotal DIRECT	-	-	-	-	-	32,842.35	5,457.02	41,145.21
SubTotal PURCH	-	-	15,540.00	-	-	-	-	-
TOTAL SERVICE	-	-	15,540.00	-	-	32,842.35	5,457.02	41,145.21

Service	Waitlist		Direct Care Worker		Title Funding	TOTAL	ALERT	CHECK
DAARS Codes	ATT	HDM	CMG	ATT	HOLD			
Program Codes	HCb	HCb	HCb	HCb	HOLD			
Service Detail Code	WLF	WLF	DCW	DCW	HOLD			
Fund Source								
OAA Admin (III C-1)						205,946.00	205,946.00	-
OAA Admin (III E)						22,332.00	22,332.00	-
SSBG Admin						67,684.00	67,684.00	-
Title III-B						638,254.00	441,142.00	197,112.00
Title III-C1						250,000.00	380,895.00	(130,895.00)
Title III-C2						377,000.00	443,217.00	(66,217.00)
Title III-D Prev Hlth						27,061.00	27,061.00	-
Title III-E Caregiver						177,443.00	177,443.00	-
NSIP						107,038.00	107,038.00	-
Title VII Eld Abus						2,227.00	2,227.00	-
Title VII OMB						21,968.00	21,968.00	-
State Ind Living					-	338,786.64	338,786.64	-
State OMB						35,207.00	35,207.00	-
State RSP						19,628.00	19,628.00	-
SSBG						-	-	-
SHIP						25,063.00	25,063.00	-
Senior Patrol						22,908.00	22,908.00	-
Refugee						-	-	-
SSBG - HCB Wait List	135,135.00	100,000.00				235,135.00	235,135.00	-
SSBG - Admin.						-	-	-
SSBG - Services						609,154.00	609,154.00	-
EXPANDING PUBLIC HEALTH WORKFORCE						46,602.23	46,602.23	-
STATE DIRECT CARE WORKER			95,195.00	-		95,195.00	95,195.00	-
STATE DIRECT CARE INCENTIVE						-	-	-
STATE OMB. VISITATION						20,793.00	20,793.00	-
MIPPA-S.H.I.P.						1,638.00	1,638.00	-
MIPPA-AAA						1,406.00	1,406.00	-
MIPPA-ADRC						634.00	634.00	-
ARPA - III-B						2,295.53	2,295.53	-
ARPA - III-C1						727.41	727.41	-
ARPA - III-C1 ADMIN						39,229.34	39,229.34	-
ARPA - III-C2						1,807.41	1,807.41	-
ARPA - III-D						-	-	-
ARPA - III-E						15,540.00	15,540.00	-
ARPA - III-E ADMIN						66.67	66.67	-
ARPA - VII FED OMBUDSMAN						-	-	-
Vaccine OAA						32,842.35	32,842.35	-
State One-Time Funding						237,989.00	237,989.00	-
State Aging Housing Assistance						240,000.00	240,000.00	-
Contract Reimbursement Ceiling	135,135.00	100,000.00	95,195.00	-	-	3,919,600.58	3,919,600.58	-
Note: Title III-B, III-C1, III-C2, III-D, III-E (Admin) incorporate a state								
Incorporated State Match	-	-	-	-	-	127,361.95		
Additional State Funding	-	-	95,195.00	-	-	509,609.64		
TOTAL STATE FUNDS	-	-	95,195.00	-	-	636,971.59		
DIRECT SERVICES								
ALTCS						-		
Program Income						-		
Non-Fed In-kind						90,008.00		
Non-Fed Cash						-		
Other Federal						-		
Total	-	-	-	-	-	90,008.00		
Sub-contracted SERVICES								
ALTCS						30,000.00		
Program Income						36,000.00		
Non-Fed In-kind						45,000.00		
Non-Fed Cash						508,400.00		
Other Federal						400,000.00		
Total	-	-	-	-	-	1,019,400.00		
Grand Total	135,135.00	100,000.00	95,195.00	-	-	5,029,008.58		
EXPENSES								
Personnel - Direct						572,642.01		
ERE - Direct						131,421.00		
Professional/Out						-		
Direct			95,195.00	-		578,979.22		
Sub-contracted	135,135.00	100,000.00				3,526,854.79		
Travel - Direct						59,644.03		
Space - Direct						15,000.00		
Equipment - Direct						-		
One-Time						-		
Ongoing						-		
Material/Supplies-Direct						48,856.53		
Operating Svcs - Direct						19,534.00		
Allocated Indirect -Direct						76,077.00		
SubTotal DIRECT	-	-	95,195.00	-	-	1,502,153.79		
SubTotal PURCH	135,135.00	100,000.00	-	-	-	3,526,854.79		
TOTAL SERVICE	135,135.00	100,000.00	95,195.00	-	-	5,029,008.58		





# ADVISORY COUNCIL ON AGING PACKET

---

**MEMO TO:** ADVISORY COUNCIL ON AGING  
**FROM:** LAURA VILLA, AREA AGENCY ON AGING DIRECTOR  
**DATE:** OCTOBER 19, 2023  
**SUBJECT:** AREA PLAN ON AGING FIRST QUARTER UPDATE

---

## Description:

The SFY24/28 Area Plan on Aging focuses on **Five Goals, 15 Objectives, and 44 Action steps** in meeting the outcome for these four years. In this process, the ACOA will receive quarterly updates on a few accomplishments each program coordinator and AAA Admin is working towards achieving. In your packet, you will find a brief update from each program that highlights at least three action steps toward meeting the goal and its objective. The overall goal is that you are given enough information to help you understand that the AAA is moving in the right direction. At the end of the fiscal year, we will provide you with the entire AP template showing each area for the year. You will have the opportunity to comment and request changes for the following year if needed.

A summary of the following program updates are as follows:

Family Caregivers Support Program  
Health Promotion Disease Prevention  
Long-Term Care Ombudsman Program  
State Health Insurance Program and State Medicare Patrol  
Case Management/Central Intake unit  
Administration

**Attachments: Area Plan Updates-slides**

Action Requested

☒ Information Only

Action Requested Below

# Family Caregiver Support Program

---

## **1.1.C-**

FCSP provided training for Case Managers as staff members on Trualta, expanding the capacity to educate, offer and onboard family caregivers. Outlined FCSP reporting process, with integration of Case Management and created program instructions

Trualta implemented a language toggle for the portal, offering either English or Spanish language options. With targeted education to Case Managers in our predominantly Spanish speaking communities. FCSP promotes the enhanced language option via social media, outreach, and relying on Case Managers to provide community awareness.

Trualta Enrollment	July 2023-	72 Caregivers with 22 Caregiver Education Modules completed
	August 2023-	75 Caregivers with 66 Caregiver Education Modules completed
	September 2023-	78 Caregivers Enrolled with 4 pending

## **1.3.B / 2.1.B-**

FCSP Coordinator completed certification “Volunteer Engagement in the Aging Network” through Boston University and created a resource file to share within our agency on best practices and strategic volunteer management.

SEAGO AAA has a decentralized volunteer program; coordinators are responsible for recruiting, training, and mentoring their program volunteers.

## **3.1.A-**

Caregiver Self-Care Education - FCSP partnered with Cochise County Health Department Educators, offering both in-person and virtual presentations on “Boosting Brain Health” in Cochise County.

## **3.5.B-**

September is FEMA National Emergency Preparedness Month- FCSP utilized social media and targeted outreach to caregivers and older adults to address disaster/emergency preparedness and create awareness. FCSP built a resource file for the AAA team providing information and resource files..

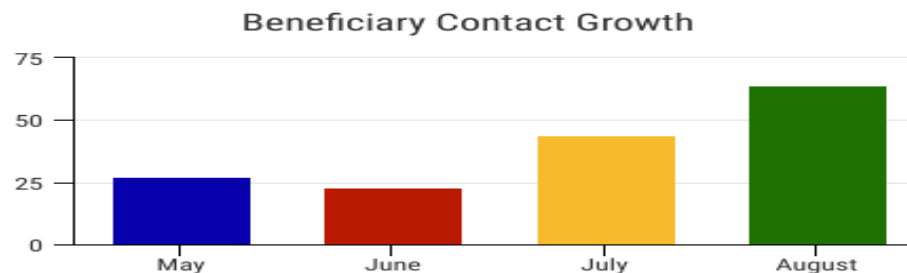
# State Health Insurance Program and Senior Medicare Patrol

**1.1C, 1.3A** SHIP/SMP focused on hosting events to increase partnerships through community outreach.

**2.1A** The collaboration between current partnerships has helped increase beneficiary contact by 50% in July and 60% in August. Objective 2.1B, 5.1C The number of SHIP/SMP volunteers has grown from three to six active volunteers. Objective 1.1C, 3.1A Media and current partnerships have been utilized to promote the services SHIP/SMP can provide in the community. Objective 3.1C Most present information provided to Region VI has been the importance of renewing or applying for Medicaid services. Objective 2.1C SHIP/SMP's goal is to increase awareness and education in our communities on ways to prevent future penalties. Through SMP, raise awareness of fraud and scams by empowering Medicare beneficiaries to protect themselves from scammers by staying informed of the trends.

**1.3A** The SHIP/SMP coordinator educates our communities on the importance of the Medicare Open Enrollment period from **October 15, 2023, through December 7, 2023**.

**2.1E, 3.3A** SHIP/SMP and Long Term Care Ombudsman Coordinator continue to promote and deliver **(SEAEAT) the Southeastern Arizona Elder Abuse Taskforce**. SEAEAT continues the efforts to expand throughout Region VI by utilizing current partnerships and community outreach. The task force is moving forward with partnerships throughout Southeastern Arizona to educate on prevention, identify abuse, supply resources for victim support, and continue strategizing and focusing on elder abuse awareness.



# Long-term Care Ombudsman

---

**3.3- A** The Long Term Care Ombudsman and Volunteers continue to see the skilled nursing facilities and assisted living facilities in Region VI. The Ombudsman Coordinator continues to recruit volunteers in Spanish-speaking areas.

The Ombudsman attended the USAging Conference in Salt Lake City Utah where there was a lot learned and brought back to Region VI. We aim to provide our seniors the newest and most impactful resources available and look for ways to implement them in SEAZ.

The LTCO attends Toastmasters to strengthen her abilities to be a better public speaker. With a goal of presenting in the near future at the USAging conference if the opportunity presents itself.

**3.3- B** Southeastern Arizona Elder Abuse Taskforce (SEAEAT)

In the past, we worked to have a tri-fold made. As we made this tri-fold we realized that it could not hold the amount of information we would like. The SEAEAT partners decided to make a booklet to be able to hold the resources we would like the community to have, this task is work in progress.

# Case Management

---

**1.1.C. CMG Program:** CMC and FCSP have joined forces to create program instructions and a reporting process that simplifies the onboarding and reporting procedures for Trualta. This process will enhance case managers' ability to manage their tasks and offer superior assistance and services to their clients. Case Managers and Central Intake have been provided onboarding training for the Trualta platform and are now equipped to educate, offer, and onboard family caregivers

**1.2.A** We brought the Santa Cruz and Cochise County Case Management programs in-house. This helped us decrease the waitlist, by educating our communities about the Older Americans Act requirements and eligibility matrix. The Ability to educate and oversee case managers in ALL AAA program services will enhance their performance and increase the number of individuals we can assist with all programs, not just for HCBS services. We are still working on integrating these new case managers to optimize our efficiency in the efforts above. The integration of case management in Cochise and Santa Cruz County has enabled us to expand resources, raise awareness, and better educate our communities on the Older Americans Act. It is important to teach and guide our case managers on the importance of a referral and approval of services. Constant education is in place at this time in order to assist our clients with services that empower them to care for themselves and continue to live independently in their own homes.

**Case Managers** are receiving more comprehensive training from AAA Coordinators during monthly meetings. This training equips them with increased knowledge about the coordinator's program and highlights effective ways Case Managers and coordinators can collaborate to enhance outcomes. During the month of August-SMP Coordinator presented on SMP

**1.3.C** SEAGO-AAA region's **2nd most crucial problem is the lack of access to adequate dental care options. We find that 25.9% of survey respondents deem this a serious issue.** While most community centers throughout SEAZ offer dental care using the sliding fee scale. To help address this serious need, SEAGO-AAA will connect with all community centers and understand their process for proper referrals through our central intake or by our case managers.

**2.1.A** The Central Intake unit screens and identifies gaps in service by referring clients to the appropriate programs and resources. Before central intake was established this process was more convoluted and less adhered to by relevant entities.

The expansion of AAA's central intake position to a full-time position has been successful. The two part-time intake specialists have been trained to provide callers with information on local, state, and federal resources. They are also well-versed in educating callers on volunteer opportunities and how to access additional resources such as the AAA App, webpage, and Facebook.

# Case Management

---

**3.2.A** Will continue to prioritize individuals with higher needs for Attendant Care and home-delivered meals, based on the scoring method obtained from CMG.

Case Managers continue to prioritize those with higher needs for Attendant Care and home-delivered meals based on a scoring method obtained from Central Intake. This means that individuals with higher demands will receive faster assistance to prolong their independence and well-being

**4.1.B** With the use of the Trualta platform, central intake, and the transition of case management in two of the most served counties, we can track the utilization of caregivers' services, units, and education provided.

CMC and FCSP have joined forces to create program instructions and a reporting process that simplifies the onboarding and reporting procedures for Trualta. This process will enhance the ability of case managers to manage their tasks and offer superior assistance and services to their clients.

Case Managers have been provided onboarding training for The Trualta programs and are now equipped to educate, offer, and onboard family caregivers



# ADVISORY COUNCIL ON AGING PACKET

---

**MEMO TO:** ADVISORY COUNCIL ON AGING  
**FROM:** LAURA VILLA, AREA AGENCY ON AGING DIRECTOR  
**DATE:** OCTOBER 19, 2023  
**SUBJECT:** AAA PROGRAM UPDATES

---

## **Administrative:**

At the beginning of SFY24, SEAGO began the process of a **Compensation Study** and subcontracted with HR KNOW to complete the study. With the result of this study, The SEAGO Executive Director and the Finance Manager suggest adjustments to the HR KNOW study that will be used to establish a Classification and Compensation Plan that reflects compensation levels between the minimum and mid-range salary for all current positions with due consideration of Fiscal Year 2024 budget. The SEAGO Executive Board will review, deny, or approve the recommendations in their November 17, 2023 meeting.

After much effort, time invested, and recruitment, we now only have one vacant position (**Bisbee CMG**) at the AAA, the Case Manager who was hired and left to work elsewhere due to higher pay. The positive news is that all other vacancies are filled with passionate, energetic, and professional individuals who are here to make a difference in our aging population. The SEAGO-Area Agency on Aging has 12 staff that oversee and deliver services in our four-county region. We see the opportunity to expand our efforts further to continue providing quality services with the number of staff currently at hand.

**Lori West** began employment as our CM for Benson on August 5, 2023. She is training with Seana Riffle and Carrie Gibbons until we can let her fly independently.

**Julie Cresswell** was hired to oversee the Health Promotion Disease Prevention Program in Bisbee with oversight for the four-county region. Julie has been training with Shi Martin and continues to learn the different programs within the Area Agency on Aging.

**CMG-SFY24 Reduction notice:** As an attachment, you will find the CMG reduction letter that was sent out to existing clients in our communities and was shared across the region. As the COVID-19 pandemic was uplifted and with most of our COVID-19 and ARPA funding expended, we had to re-evaluate clients' needs and available funding to help us carry SFY24. With the integration of Case Management in Cochise and Santa Cruz County we felt the urgency to educate our new staff on what the Older Americans Act funding and how it functions for us to sustain what we currently had. With the implementation of the risk score tool designated by DES-DAAS, we moved toward restructuring CMG in our communities. Unfortunately, this requires drastic measures that do not impact those who are in greatest economic need and those who don't have other resources.

Central Intake played an important role in these efforts. We see that once these reductions and closures have been made we can reconsider removing people from the waitlist by January 2024. The goal is to provide quality care so that our case managers and our clients have a plan to follow for their care thus expanding our funding even further.

### **Central Intake:**

Welcome back, Yolanda Thomas!

It is an honor to welcome Yolanda back; her years of knowledge, commitment, and passion could not be left unnoticed. Yolanda collaborates with Ramona MacMurtrie to assist with Central Intake (CI). She has been a great asset to the team, allowing CI to reduce the referral process to a one-day turnaround. We can see a more effective streamline not only with Case Management but with the rest of the in-house programs, thus enabling them to increase their client contact, but more importantly, the I&R call volume has increased in the past month.

### **Partnerships:**

Servants At Work (SAW) is partnering with SEACUS to help install ramps in both Graham and Greenlee. As a long-standing partner, SEACUS understands the importance of meeting the needs of individuals who need a ramp and are willing to assist by supporting SAW. SEACUS will serve as the central intake, screen these referrals, and coordinate with the City of Safford, which has offered to allow their employees to volunteer their time in the installation phase, which only consists of about ½ a day on a Saturday. SEAGO-AAA will provide guidance and assistance in any way we can to promote this new partnership and help us address a much-needed service as indicated in our Area Plan on Aging Needs Assessment.

**SB1720 Housing funds:** It is exciting to see how partners come together with a mutual goal of helping others thrive. SEAGO-AAA is extremely grateful for the opportunity to serve in this difficult time in history and address homelessness. With guidance and criteria set by DAAS, the AAA has identified three partners who will help us deliver services that will help keep individuals in their own homes. The deadline for MOUs to be finalized is scheduled for 10-15-2023 until then the next step to provide direction and instruction on reporting for this project will be set and discussed with our partners.

- **Southeastern Arizona Community Unique Services (SEACUS)** oversees and provides services in both Graham and Greenlee Counties. SEACUS is our only provider who receives funds to help with Home Repair and Adaptive Aids. SEACUS was identified as a key partner to help deliver and, most importantly, obtain referrals to process them; they already know our AAA internal reporting processes. SEACUS will collaborate with St. Vincent De Paul of Graham County, who will be referring individuals over 60 who need assistance with rental assistance, mortgage assistance, property taxes, HOA assistance, utility assistance, HVAC repair, move-in/out costs, and more if needed. That is if all options are exhausted. SEAGO has formed an MOU with SEACUS that illustrates the requirements, and a one-on-one discussion has taken place to provide feedback.
- **Direct Advocacy and Resource Center (CIL)** oversees our four-county region with no direct presence. It is highly important that the AAA works closely with our CIL to network and support our mutual efforts; this allows us to break silos that should have been broken long ago because of the lack of knowledge. Direct currently receives a HUD grant that helps develop a Rural Home Access Program (RHAP) that focuses on individuals 62+ who are not disabled but could benefit from home repair and adaptations. RHAP offers a path to enhance access, safety, and



independence in rural Southern Arizona. The goal in combining these efforts is stretching the funds to perform more difficult jobs that prevent them from accomplishing because of their cap amount. It also allows DIRECT/AAA to work together and learn from one another about the services each provides, effectively raising awareness of what is available. SEAGO-AAA will be the point of contact for screening and referring out to DIRECT for the reporting process to be effective and consistent. AAA and Direct have met one-on-one to discuss the MOU and take feedback if needed.

- **SEAGO Community Development Program (CDP) and the City of Bisbee** utilize CDBG funds in the home rehabilitation program to recruit participants and conduct home assessments, develop cost estimates, and hire contractors for home rehabilitation projects. While this program only covers the Bisbee area, the City of Bisbee's sustainability efforts allow those individuals with older and deteriorated homes to be livable, as this will promote the 60+ individuals to live there for as long as possible. Because the City of Bisbee is currently utilizing CDBG funds, the AAA sees a benefit in leveraging those dollars for the benefit of our clients. Our partner will collaborate with the AAA for the screening process to flow consistently and uniformly as we do for Direct.

**Attachments: CMG-letter**

Action Requested

☒ Information Only

Action Requested Below



## SouthEastern Arizona Governments Organization

*Serving our member governments and their constituents since 1972*

August 8, 2023

### SEAGO Member Entities

*Cochise County*  
Benson  
Bisbee  
Douglas  
Huachuca City  
Sierra Vista  
Tombstone  
Willcox  
*Graham County*  
Pima  
Safford  
San Carlos  
Apache Tribe  
Thatcher  
*Greenlee County*  
Clifton  
Duncan  
*Santa Cruz County*  
Nogales  
Patagonia

### SEAGO Main Office

- **Administration**
- **Community and  
Economic  
Development**
- **Transportation**

1403 W. Hwy 92  
Bisbee, AZ 85603  
520-432-5301  
520-432-5858 Fax

### Area Agency on Aging Office

1403 B Hwy 92  
Bisbee, AZ 85603  
520-432-2528  
520-432-9168 Fax

[www.seago.org](http://www.seago.org)

Subject: SEAGO-Area Agency on Aging SFY24 Reduced Funding changes

Dear AAA Client:

The Older American Act designates funds to the SEAGO-Area Agency on Aging to help those in greater social and economic need. For the past three years, we have been able to help sustain our services thanks to the federal funds received during the pandemic. With the **Families First Coronavirus Response Act, CARES Act, and the American Rescue Plan Act funds**, we expanded our services to assist you with your needs.

Unfortunately, since the declaration of the end of the Covid-19 pandemic, we are left with only level funding from the Older Americans Act, which is not enough to cover the expanded caseload in our region.

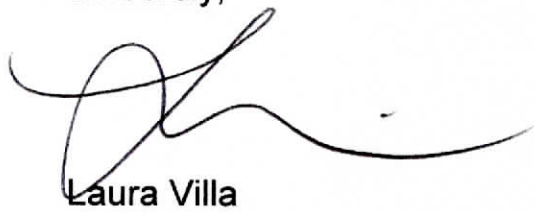
During the most difficult times, the SEAGO-Area Agency on Aging staff could not make home visits and assess the needs of our clients as we would have hoped to give us a true picture of the conditions. Therefore our connection was by telephone, preventing us from performing a holistic assessment of tangible needs. We were fortunate to have more flexibility in using these additional funds and providing services to clients who called for services until those funds were depleted. With the increased demand during the unprecedented era, we saw a decline in direct care workers; Covid-19 also impacted the workforce. With Advocacy from the AZAging network throughout the state, we had to address this issue. Fortunately, the state granted us funds to address that issue and incentivize and increase wages to our direct care workers to service your needs. We knew that the effect of this change would also impact you, our client, and now we are in a difficult position. Area Agencies on Aging were conscientious that this day would come; we now need to reduce service units and close certain clients out due to our restricted funding.

We know that during the most difficult times, our subcontracted providers, staff, and administration met your needs, which makes us feel more at ease knowing we could work for you. Today, it is with much sorrow that our case managers are evaluating every one of our clients who receive services. Using factors such as the existence of support systems, private resources, and, most importantly, available funds, we will have to determine where our reduced resources can best be allocated in light of the end of Covid-19 induced expanded funding.

Although this day was inevitable, removing certain clients from their existing services is sad. However, although this may affect access to home and community-based service recipients, we appreciate your understanding and support towards this difficult decision. The Area Agency on Aging continues to work for you, and while we are cutting HCBS services, we provide more than that. Our In-house programs deliver State Health Insurance Counseling, Family Caregiver Support, congregate site funding, transportation, and more. Please keep this in mind.

Should you have any questions regarding this communication, please don't hesitate to contact me at (520) 432-2528 or [lvilla@seago.org](mailto:lvilla@seago.org)

Sincerely,

A handwritten signature in black ink, appearing to read 'Laura Villa', with a long horizontal flourish extending to the right.

Laura Villa  
Area Agency on Aging Director

Enclosure: None





## Vaccine OAA (CEI-HCB-VA1) Reporting Tool

August 2021 - September 2023

### Contact Information

#### Area Agency on Aging Name

SEAHEC

#### Contact First and Last Name

Lupita Gonzalez

#### Contact Email

lupita@seahec.org

#### Contact Phone Number

520-287-4722

### Data Collection Questions

1. Please select all of the following ways that the Community Education and Vaccine access is involved in Covid-19 vaccine access activities paid for in full or in part by the supplemental funding:

X	Increasing vaccine confidence/decreasing vaccine hesitancy (e.g., developing materials or resources, group, or individual outreach)
X	Reaching underserved populations, such as rural, minority, non-English speaking and/or other marginalized populations (e.g., developing materials or resources, door-to-door campaigns, translation services)
X	Public outreach and awareness (e.g., public announcements, targeted marketing push, sharing information on SEAGO-website)
X	Individual outreach and awareness (e.g., direct calls or in-person visits to individuals who may be eligible)
	Vaccine registration, including through statewide website, 211, or in-person
X	Transportation (e.g., scheduling, and/or paying for ride services, companion services, providing direct transportation)

X	Supporting vaccine distribution sites (e.g., staffing, providing location for distribution sites, including mobile sites, etc.) Addressing accessibility needs (e.g., by coordinating with AT programs)
	Other, please describe: Community Health Worker (CHW) outreach

2. **What is the total number reached through *all activities* paid for in full or in part by the Community Education and vaccine funding from August 2021 through September 2023?** This would include public outreach (e.g., PSA's, marketing) as well as through individual assistance and services.

51,562

3. **What is the total number of people who have been reached through individual assistance (e.g., individual outreach, assistance, coordination, scheduling support, transportation, receipt of incentives) paid for in full or in part by the Community Education and vaccine funding from August 2021 through September 2023?**

13,971

a.) if available, please provide the number of people who have been reached through individual assistance by demographic category from August 2021 through September 2023?

*Note: Individuals may be counted in more than one category below (e.g., a person who is 65, has a disability, and is an ethnic minority would be counted in all three demographic categories.)*

i. **Number of people reached through individual assistance (age 60+)**

4,761

ii. **Number of people reached through individual assistance (any age with any type of disabilities)**

152

iii. **Number of people reached through individual assistance (any age that are racial or ethnic minorities or underserved populations)**

13,384

**4. Have you started tracking spending of the Community Education vaccine access funding?**

X	Yes
	No

a.) If yes, what percentage of the funding has been spent ?

	Less than 10%
	11% – 25%
	26% - 50%
	51% - 75%
X	76% - 100%

**5. (Optional) Please share any barriers the Community Education vaccine funding program has encountered and any proactive approaches/activities that have supported vaccine confidence and/or reaching racial or ethnic minorities or underserved populations.**

**Validation and Final Submission**

**6. Representative First and Last Name**

Lupita Gonzalez

**7. Please enter the date**

10/13/23

X
---

I certify the information submitted is accurate as of the date of submission.

Please check box to validate.

**Please email completed form, in word format, by the 9<sup>th</sup> of each month funding term date September 30, 2023. (do not submit in PDF format)**

## August 2021 - September 2023

Date:		Question 2	Question 3	Question 3.i	Question 3.ii	Question 3.iii
9//2023		2989	613	167	4	613
8//2023		3142	507	197	3	507
7//2023		2773	657	56	0	657
6//2023		3207	781	350	0	194
5//2023		2716	369	135	10	369
4//2023		3441	263	162	0	263
3//2023		1297	382	229	0	382
2//2023		340	256	150	4	256
1//2023		966	606	139	0	606
12//2022		1161	318	370	0	318
11//2022		1140	213	378	0	213
10//2022		2041	1444	361	15	1444
9//2022		548	298	213	5	298
8//2022		3153	473	187	0	473
7//2022		3128	416	169	0	416
6//2022		2770	2240	190	60	2240
5//2022		1968	369	128	0	369
4//2022		2487	208	66	0	208
3//2022		2774	205	111	0	205
2//2022		1347	446	239	0	446
1//2022		896	90	136	0	90
12//2021		1582	459	328	20	459
11//2021		3914	576	300	31	576
10//2023		1782	1782	0	0	1782

51562

13971

4761

13384