



**DATE:** May 22, 2013

**TO:** Area Agency on Aging Directors

**FROM:** Brian M. Duke  
Secretary

**SUBJECT:** **Area Agency on Aging (AAA) Program Requirements, Planning Allocations and Aging Services Block Grant Format for FY 2012-13**

Area Agencies on Aging (AAAs) are advised that the Department of Aging has prepared APD #13-01-04 Amendment #1 "2012-13 AGING BLOCK GRANT AMENDMENT #1: FUNDING ALLOCATIONS". The APD is available to be electronically accessed on the AAAEXCEL drive.

Highlights of the changes for the remainder of FY 2012-13 include:

- Realignment of funding for the State Family Caregiver Program and Health Promotion allocations. The adjustments are based on information provided by the AAA network and waiting list information in SAMS.
- Decreasing the Federal Family Caregiver Program allocation by \$1.5M. This is an adjustment for over extending the allocation in prior years.
- Issuing additional funds for APPRISE Benchmark and Bravo awards as well as the Direct Careworker of the Year.

Please forward questions regarding this information to Mr. Rob Heinlen. He can be contacted by telephone at (717) 772-0192 or by email [rheinlen@pa.gov](mailto:rheinlen@pa.gov).

As always, thank you for your cooperation.

 <p><b>COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF AGING Harrisburg, PA 17101</b></p>	<b>PENNSYLVANIA DEPARTMENT OF AGING</b>	
	<b>1. File Number:</b>  APD #13-01-04	<b>2. Disposition:</b>  Amends APD #13-01-01
	<b>3. Issuance Date:</b>  May 22, 2013	<b>4. Effective Date:</b>  July 1, 2012
	<b>5. Program Area:</b> AAA Administration	
<b>6. Origin:</b> Bureau of Finance		<b>7. Contact:</b> Contracting Division (717) 265-7888

**AGING PROGRAM DIRECTIVE**  
**APD 13-01-04**

**SUBJECT: 2012-13 AGING BLOCK GRANT AMENDMENT #1: FUNDING ALLOCATIONS**

**TO:** COUNTY COMMISSIONERS  
COMPTROLLER  
EXECUTIVE STAFF  
ADMINISTRATION ON AGING  
AREA AGENCIES ON AGING  
PA ASSOCIATION OF AREA AGENCIES ON AGING

CHAIRPERSONS, NON-PROFIT AAA GOVERNING BOARDS  
PDA GRANTEES AND CONTRACTORS  
PA STATE ASSOCIATION OF COUNTY COMMISSIONERS

**FROM:**



Brian M. Duke  
Secretary  
Pennsylvania Department of Aging

**PURPOSE:**

The purpose of this Amendment to the Aging Program Directive (APD) 13-01-01 is to delineate additional changes to the funding schedule for the FY 2012-13 Aging Services Block Grant Amendment Application and to transmit the FY 2012-13 amended funding allocation levels for each area agency on aging (AAA).

**BACKGROUND:** This APD Amendment in conjunction with APD #13-01-01 provides all key information required for the submission of the revision to the FY 2012-13 Aging Block Grant Amendment Application. AAAs are advised to refer to APD #13-01-01 and this Amendment throughout the process for the development of these plans.

**FY 2012-2013  
REVISED  
BLOCK GRANT:** The allocations for the funds included in the Block Grant are segregated to denote Regular Block Grant, Medicaid Assessment (MA), State Family Caregiver Support Program (SFCSP), Federal Family Caregiver Support Program (FFCSP), Nutrition Services Incentive Program (NSIP), APPRISE, Health Promotion, and Other.

MINIMUM PROGRAM AND FUNDING REQUIREMENTS  
FOR FY 2012-2013

All requirements established in APD #13-01-01 continue to apply to this Block Grant Amendment.

**1. REALIGNMENT OF FUNDS**

The Department asked the AAA network to notify the Agency of any underspending and overspending projections for FY 2012-13. Based on the responses of each AAA allocation adjustments were made to redirect anticipated overage funding. Reallocation increases in funding were based on waiting list information reported within the Department's Social Assistance Management System (SAMS). This realignment of funding is only applicable to FY 2012-13. The State Family Caregiver and Health Promotion allocations were affected.

**2. FEDERAL FAMILY CAREGIVER FUNDS**

The available federal funding level for the FFCSP has been reduced by \$1.5 million dollars. The reduction is a correction for over allocation of available federal funding in the prior fiscal years.

**3. OTHER CATEGORICAL FUNDS**

This Amendment contains applicable changes to the APPRISE Benchmark and Bravo Awards as well as the Direct Care Worker of the Year allocations.

**4. SUBMISSION REQUIREMENTS**

Revised program and fiscal documents of the Block Grant Application are due by close of business on **Friday, June 14, 2013**. Documents must be transmitted electronically to the Department in accordance with "Procedures for AAAs to Submit Program Reports to the Department". If technical assistance is needed for the electronic transmission of the Block Grant Application, AAAs are instructed to contact the Management Information Systems (MIS) Division of the Department.

The following documents must be submitted electronically to the Department by all AAAs:

ABG01-10	Cost Center Budget and Service Objectives (A0113XX.xls) submitted as a .prn file
LIB10XX <u>A</u>	Line Item Budget (Submitted as an .xls file)

Amended LIB and FRR documents can be located on the qage400 drive in the AAAEXCEL/AGINGAPD/APD 13-01-01 folder. Previous versions of these documents are obsolete and should not be used. All amounts reported should be rounded to the whole dollar.

## **5. TECHNICAL ASSISTANCE**

Questions regarding the completion of the Aging Services Block Grant budget documents should be directed to the Bureau of Finance, Contracting Division to the attention of Rob Heinlen. He can be contacted by telephone at 717.772.0192 or by email at [rheinlen@pa.gov](mailto:rheinlen@pa.gov).

**AMENDMENT NO. 2**

**OTHER FUNDS**

**FY 2012-13**

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
	Ombudsman ROC	Ombudsman Volunteers	Apprise Telecenters	Apprise Pers/Trng	Apprise Rec. Events	Apprise LIS Tracking	Apprise APPRISE-Trng/BPR	Apprise Performance	Apprise MIP-E. Per.	Apprise MIPPA-Outreach	DCW Worker of the Year
01	ERIE	0	13,980	0	0	0	0	0	0	0	0
02	CRAWFORD	245,100	17,260	0	0	0	0	3,000	0	0	0
03	CAM/ELK/MCKEAN	0	10,290	0	0	0	0	0	0	0	0
04	BEAVER	0	15,210	0	0	0	0	7,000	0	0	0
05	INDIANA	0	10,290	0	0	0	0	3,000	0	0	0
06	ALLEGHENY	0	17,670	15,000	0	0	0	0	0	0	1,000
07	WESTMORELAND	0	18,080	15,000	0	0	0	0	0	0	738
08	WASH/FAY/GREENE	0	20,540	0	97,562	0	0	0	5,000	4,517	0
09	SOMERSET	0	3,730	0	0	0	0	0	0	0	0
10	CAMBRIA	0	10,700	0	0	0	0	0	0	0	0
11	BLAIR	0	9,470	15,000	293,110	0	0	8,000	0	4,517	0
12	BED/FULT/HUNT	0	5,370	0	0	0	0	0	0	4,517	0
13	CENTRE	0	21,000	15,000	0	0	0	0	0	0	0
14	LYCOM/CLINTON	0	21,000	0	0	0	0	0	0	0	0
15	COLUM/MONT	0	21,000	0	0	0	0	0	0	0	0
16	NORTHUMBERLND	0	11,110	0	0	0	0	0	0	0	0
17	UNION/SNYDER	0	4,140	0	0	0	52,000	6,000	0	0	0
18	MIFF/JUNIATA	0	10,290	0	0	0	0	3,000	0	0	0
19	FRANKLIN	0	9,880	0	0	0	0	0	0	0	0
20	ADAMS	0	13,980	0	0	0	0	0	0	0	0
21	CUMBERLAND	0	15,210	0	0	0	0	0	0	4,517	0
22	PERRY	0	4,140	0	0	0	0	0	0	0	0
23	DAUPHIN	0	5,370	0	0	0	0	0	0	0	0
24	LEBANON	0	5,370	0	0	0	0	0	0	0	0
25	YORK	0	7,010	0	0	0	0	8,000	0	0	0
26	LANCASTER	0	4,960	0	0	0	0	0	0	0	0
27	CHESTER	0	18,490	0	0	0	0	7,000	0	4,517	0
28	MONTGOMERY	0	21,000	0	0	0	0	4,000	0	0	0
29	BUCKS	0	4,960	0	0	0	0	0	0	4,517	0
30	DELAWARE	0	21,000	15,000	0	0	0	0	0	0	0
31	PHILADELPHIA	0	21,000	30,000	0	0	0	0	0	0	0
32	BERKS	0	13,160	15,000	0	0	0	0	0	0	0
33	LEHIGH	0	6,600	0	0	0	0	0	0	0	0
34	NORTHAMPTON	0	10,290	0	0	0	0	0	0	0	0
35	PIKE	0	5,780	0	0	0	0	3,000	0	4,517	0
36	B/S/S/T	0	21,000	0	0	0	0	11,000	5,000	0	0
37	LUZERNE/WYOMING	0	21,000	0	0	0	0	0	0	0	0
38	LACKAWANNA	0	21,000	15,000	0	0	0	0	0	0	0
39	CARBON	0	4,960	0	0	0	0	0	0	4,517	0
40	SCHUYLKILL	0	21,000	30,000	105,328	20,400	35,325	7,000	0	0	0
41	CLEARFIELD	0	13,160	15,000	0	0	0	3,000	0	4,517	0
42	JEFFERSON	0	21,000	15,000	0	0	0	0	0	0	0
43	FOREST/WARREN	0	7,010	0	0	0	0	0	0	4,517	0
44	VENANGO	0	14,800	0	0	0	0	0	0	0	0
45	ARMSTRONG	0	8,240	0	0	0	0	0	0	0	0
46	LAWRENCE	0	6,190	0	0	0	0	0	0	0	0
47	MERCER	0	18,490	0	0	0	0	0	0	0	0
48	MONROE	0	9,880	0	0	0	0	0	0	0	0
49	CLARION	0	7,830	0	0	0	0	0	0	0	0
50	BUTLER	0	7,830	0	0	0	0	0	0	0	0
51	POTTER	76,000	15,210	0	0	0	0	0	0	0	0
52	WAYNE	0	7,830	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>321,100</b>	<b>655,760</b>	<b>195,000</b>	<b>496,000</b>	<b>20,400</b>	<b>35,325</b>	<b>52,000</b>	<b>73,000</b>	<b>10,000</b>	<b>45,170</b>	<b>1,738</b>

**AMENDMENT NO. 2**

**OTHER FUNDS**

**FY 2012-13**

	(12) 0.00 Lifespan	(13) Care Transition	(14) 0.00 SNHT	(15) Apprise BHC	(16) Apprise Add Days	(17) Apprise Add Base	(18) Carryover for Personnel	(19) Innovation Home Care	(20) Apprise Benchmark Perf.	(21) Apprise Bravo Awards	0.00 TOTAL OTHER
01 ERIE	0	0	0	0	0	4,000	2,510	0	0	0	20,490
02 CRAWFORD	0	0	0	0	0	4,000	1,246	0	0	0	270,606
03 CAM/ELK/MCKEAN	0	0	0	0	0	4,000	1,189	0	0	0	15,479
04 BEAVER	0	0	0	0	0	4,000	2,135	0	3,000	4,000	35,345
05 INDIANA	0	0	0	0	0	4,000	1,206	0	3,000	0	21,496
06 ALLEGHENY	0	0	0	0	1,750	4,000	12,406	0	0	0	51,826
07 WESTMORELAND	0	0	0	0	0	4,000	4,420	0	0	0	42,238
08 WASH/FAY/GREENE	0	0	0	0	0	4,000	5,297	0	0	0	136,916
09 SOMERSET	0	0	0	0	0	4,000	1,356	0	0	0	9,086
10 CAMBRIA	0	0	0	0	0	4,000	1,989	0	0	0	16,689
11 BLAIR	0	0	226,000	0	0	4,000	1,425	0	3,000	0	564,522
12 BED/FULT/HUNT	0	0	0	0	0	4,000	1,773	0	0	0	15,660
13 CENTRE	0	0	0	0	0	4,000	1,128	0	3,000	0	44,128
14 LYCOM/CLINTON	0	0	0	0	0	4,000	1,874	0	0	0	26,874
15 COLUM/MONT	0	0	0	0	0	4,000	1,046	0	0	0	26,046
16 NORTHUMBERLND	0	0	0	0	0	4,000	1,281	0	0	0	16,391
17 UNION/SNYDER	0	0	0	0	0	4,000	952	0	3,000	0	70,092
18 MIFF/JUNIATA	0	0	0	0	0	4,000	1,065	0	3,000	0	21,355
19 FRANKLIN	0	0	0	0	0	4,000	1,661	0	0	0	15,541
20 ADAMS	0	0	0	0	0	4,000	1,115	0	0	0	19,095
21 CUMBERLAND	0	0	0	0	0	4,000	2,086	0	0	0	25,813
22 PERRY	0	0	0	0	0	4,000	565	0	3,000	4,000	15,705
23 DAUPHIN	0	0	0	0	0	4,000	2,330	0	0	0	11,700
24 LEBANON	0	0	0	0	0	4,000	1,361	0	0	0	10,731
25 YORK	0	0	0	132,600	0	4,000	3,668	0	3,000	0	158,278
26 LANCASTER	0	0	0	0	0	4,000	4,380	0	0	4,000	17,340
27 CHESTER	0	0	0	0	0	4,000	3,599	0	0	4,000	41,606
28 MONTGOMERY	0	0	0	0	0	4,000	6,356	0	0	0	35,356
29 BUCKS	0	0	0	0	0	4,000	4,683	0	3,000	0	21,160
30 DELAWARE	114,023	50,585	0	0	3,500	4,000	4,680	148,836	0	0	361,624
31 PHILADELPHIA	0	0	0	0	3,850	4,000	15,149	0	0	0	73,999
32 BERKS	0	0	0	0	0	4,000	3,788	0	3,000	5,000	43,948
33 LEHIGH	0	0	0	0	0	4,000	2,915	0	0	0	13,515
34 NORTHAMPTON	0	0	0	0	0	4,000	2,637	0	0	0	16,927
35 PIKE	0	0	0	0	0	4,000	803	0	3,000	0	21,100
36 B/S/S/T	0	0	0	0	0	4,000	2,470	0	9,000	0	52,470
37 LUZERNE/WYOMING	0	0	0	0	0	4,000	4,085	0	3,000	0	32,085
38 LACKAWANNA	0	0	0	0	1,925	4,000	2,387	0	0	0	44,312
39 CARBON	0	0	0	0	0	4,000	860	0	0	0	14,337
40 SCHUYLKILL	0	0	0	0	0	4,000	2,036	0	0	0	225,089
41 CLEARFIELD	0	0	0	0	3,500	4,000	1,154	0	0	0	44,331
42 JEFFERSON	0	0	0	0	0	4,000	723	0	0	0	40,723
43 FOREST/WARREN	0	0	0	0	0	4,000	683	0	0	0	16,210
44 VENANGO	0	0	0	0	0	4,000	799	0	0	0	19,599
45 ARMSTRONG	0	0	0	0	0	4,000	1,112	0	3,000	0	16,352
46 LAWRENCE	0	0	0	0	0	4,000	1,292	0	0	5,000	16,482
47 MERCER	0	0	0	0	0	4,000	1,685	0	0	0	24,175
48 MONROE	0	0	0	0	0	4,000	1,568	0	0	0	15,448
49 CLARION	0	0	0	0	0	4,000	656	0	0	0	12,486
50 BUTLER	0	0	0	0	0	4,000	1,999	0	0	0	13,829
51 POTTER	0	0	0	0	0	4,000	342	0	0	0	95,552
52 WAYNE	0	0	0	0	0	4,000	884	0	0	0	12,714
<b>TOTALS</b>	<b>114,023</b>	<b>50,585</b>	<b>226,000</b>	<b>132,600</b>	<b>14,525</b>	<b>208,000</b>	<b>130,809</b>	<b>148,836</b>	<b>48,000</b>	<b>26,000</b>	<b>3,004,871</b>