

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



283

SUBMITTAL DATE:
November 4, 2014

FROM: Office on Aging

SUBJECT: FY 2014/15 Area Plan Amendment #1 Contract AP-1415-21 between California Department of Aging (CDA) and the Riverside County Office on Aging (OoA) for Title III/VII Programs. [Districts: ALL] [Total Cost: \$667,388] [Federal 80%, State 20%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and Authorize Chair to execute FY 2014/15 Area Plan Amendment #1 Contract AP-1415-21 between California Department of Aging (CDA) and the Riverside County Office on Aging (OoA) for Title III/VII Programs in the amount of \$667,338;
2. Approve and direct the Auditor-Controller's Office to make the budget adjustments presented on Schedule A, attached; and
3. Return all four (4) copies of the contract to Office on Aging for further processing.

BACKGROUND:

Summary

This amended contract provides the allocation of reconciled Federal and State One-Time-Only (OTO) Title III/VII funds and State Special Nutrition funds to County of Riverside Office on Aging. Funds provided under this amended contract support the provision of services, programs, and other activities for senior

(Continued on Page 2)

Michele Haddock
Michele Haddock
Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 667,388	\$	\$ 667,388	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	
SOURCE OF FUNDS: Federal 80%, State 20%					

Budget Adjustment: Yes
For Fiscal Year: 2014/2015

C.E.O. RECOMMENDATION:

APPROVE

BY: *Lani Sioson*
Lani Sioson

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

FORM APPROVED COUNTY COUNSEL 11/17/14
DATE
BY: GREGORY P. PRIAMOS

Departmental Concurrence

FISCAL PROCEDURES APPROVED
PAUL ANGULO, CPA, AUDITOR-CONTROLLER
BY: *Esteban Hernandez* 11/17/14

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: 3-36 July 29, 2014 | District: ALL | Agenda Number:

3-75

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: FY 2014/15 Area Plan Amendment #1 Contract AP-1415-21 between California Department of Aging (CDA) and the Riverside County Office on Aging (OoA) for Title III/VII Programs. [Districts: ALL] [Total Cost: \$667,388] [Federal 80%, State 20%]

DATE: November 4, 2014

PAGE: Page 2 of 3

BACKGROUND:

Summary (continued)

citizens countywide in accordance with Title III & Title VII of the Older Americans Act and the Older Californians Act. The services include Supportive Services and Senior Centers (Title IIIB), Congregate and Home Delivered Nutrition Meal Programs (Title IIIC & NSIP), Preventive Health and Medication Management (Title IIID), National Family Caregiver Support (Title IIIE), Long Term Care Ombudsman Services (Title VII-a), and Elder Abuse Prevention (Title VII-b).

The amended contract also includes information and instruction for the use of OTO funds:

- OTO funds may only be used for baseline purposes and be spent in the program in which they were incurred and are non-transferable to another program;
- FY 2014/15 Area Plan Amendment #1 Contract must be submitted no later than October 30, 2014; and
- FY 2014/15 Area Plan Amendment #1 Contract must be fully executed before June 30, 2015.

This amended contract reflects the current contract from California Department of Aging and could be subject to some modifications based on the State final legislative process.

Impact on Citizens and Businesses

These funds are to be utilized in accordance with the targeting requirements of the Older Americans Act, to persons aged 60 and older with the greatest social and economic need; with considerable emphasis on programs and services that help older adults find employment, support older and disabled individuals to live as independently as possible in the community, promote healthy aging and community involvement, and assist family members in their vital care giving role.

SUPPLEMENTAL:

Additional Fiscal Information

The original FY 2014/15 Standard Agreement AP-1415-21 between California Department of Aging (CDA) and Riverside County Office on Aging (OoA) for Title III/VII Programs for a 12 month period, July 1, 2014 – June 30, 2015 was approved and signed by the Board of Supervisors on July 29, 2014, Agenda Item 3-36; with total amount of \$6,974,024 in federal and state funds. The terms of this amended contract remains unchanged (7/1/2014 – 6/30/2015); however, the amount of the amended contract is \$7,641,412. Therefore, a budget adjustment is needed as shown on the attached Schedule A.

There is no impact to County General funds and we are requesting no additional matching funds.

Contract History and Price Reasonableness

FY 2014/15 Standard Agreement AP-1415-21 – July 29, 2014, Agenda Item 3-36.

ATTACHMENTS:

- A. **BUDGET ADJUSTMENT:** Attached.

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: FY 2014/15 Area Plan Amendment #1 Contract AP-1415-21 between California Department of Aging (CDA) and the Riverside County Office on Aging (OoA) for Title III/VII Programs. [Districts: ALL] [Total Cost: \$667,388] [Federal 80%, State 20%]

DATE: November 4, 2014

PAGE: Page 3 of 3

Office on Aging
Schedule A
FY 2014/15

Increase Office on Aging Estimated Revenue:

21450-5300100000-767140	Fed-Misc Reimbursement	\$	534,049
21450-5300100000-751220	CA-Congregate Nutrition		<u>133,339</u>
	Total:	\$	667,388

Increase Office on Aging Appropriation:

21450-5300100000-520705	Food (Congregate Meals)	\$	243,827
21450-5300100000-527780	Special Program Expense		150,000
21450-5300100000-536200	Contrib To Non-County Agency		<u>273,561</u>
	Total:	\$	667,388

STANDARD AGREEMENT AMENDMENT

STD. 213 A (Rev 6/03)

 CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED _____ Pages

AGREEMENT NUMBER AP-1415-21	AMENDMENT NUMBER 1
REGISTRATION NUMBER	

- This Agreement is entered into between the State Agency and Contractor named below:
STATE AGENCY'S NAME
California Department of Aging
CONTRACTOR'S NAME
COUNTY OF RIVERSIDE
- The term of this Agreement is **July 1, 2014** through **June 30, 2015**
- The maximum amount of this Agreement after this amendment is: **\$ 7,641,412.00**
Seven million, six hundred forty-one thousand, four hundred twelve and no/100 dollars
- The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

This contract amendment increases funds provided to the contractor by \$ 667,388.00. This increase offsets unspent funds previously awarded to this contractor and will be used to enhance services.

Exhibit B, pages 12, 13, and 14, titled Budget Display, amendment 1, is attached and replaces the original Exhibit B, pages 12, 13, and 14, Budget Display.

The Budget, amendment 1, is hereby incorporated by reference and replaces the original Budget.

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) COUNTY OF RIVERSIDE		
BY (Authorized Signature) 	DATE SIGNED (Do not type) 7/11/14	
PRINTED NAME AND TITLE OF PERSON SIGNING NEAL R. KIPNIS		
ADDRESS 6296 Rivercrest Drive, Suite K Riverside CA 92507-0738		
STATE OF CALIFORNIA		
AGENCY NAME California Department of Aging		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Dyanne Macias, Manager, Contracts and Business Services Section		
ADDRESS 1300 National Drive, Suite 200, Sacramento, CA 95834		
		<input checked="" type="checkbox"/> Exempt per: Older Californians Act and AG OP 80-111

Exhibit B - Budget Detail, Payment Provisions, and Closeout
AREA PLAN Budget Display
Fiscal Year 2014-15 (Federal Funding Year 2014)
County of Riverside

3 months (July 1, 2014 - September 30, 2014)

	Project Number	Baseline	Other Baseline Adjustments	Cumulative Transfers	Updated Baseline	Cumulative OTO	Updated Total	Net Change	Expenditures	Remaining Balance
Supportive Services										
Federal Title IIIB	3BSL14-14	370,801	-	-	370,801	137,636	508,437	137,636	-	508,437
Total Supportive Services		370,801	-	-	370,801	137,636	508,437	137,636	-	508,437
Ombudsman										
Federal Title IIIB	3BOL14-14	12,293	-	-	12,293	1,613	13,906	1,613	-	13,906
Federal Title VIIa	7OFL14-14	15,381	-	-	15,381	3,550	18,931	3,550	-	18,931
Special Deposit (SDF)	SDFL14-14	10,682	-	-	10,682	-	10,682	-	-	10,682
SNF Quality & Accountability	SNFL14-14	24,783	-	-	24,783	-	24,783	-	-	24,783
Total Ombudsman		63,139	-	-	63,139	5,163	68,302	5,163	-	68,302
Congregate Nutrition										
Federal Title IIIC1	3C1L14-14	515,676	-	-	515,676	241,582	757,258	241,582	-	757,258
General Fund C1	C1GL14-14	45,735	-	-	45,735	-	45,735	-	-	45,735
C1 Special Nutrition	AC1L 14-14	-	-	-	-	-	-	-	-	-
NSIP C1	NC1L14-14	31,843	-	-	31,843	2,807	34,650	2,807	-	34,650
Total Congregate Nutrition		593,254	-	-	593,254	244,389	837,643	244,389	-	837,643
Home-Delivered Meals										
Federal Title IIIC2	3C2L14-14	259,236	-	-	259,236	51,719	310,955	51,719	-	310,955
General Fund C2	C2GL14-14	46,298	-	-	46,298	-	46,298	-	-	46,298
C2 Special Nutrition	AC2L 14-14	-	-	-	-	-	-	-	-	-
NSIP C2	NC2L14-14	55,758	-	-	55,758	5,264	61,022	5,264	-	61,022
Total Home Delivered Meals		361,292	-	-	361,292	56,983	418,275	56,983	-	418,275
Disease Prevention										
Federal Title IIID	3DFL14-14	26,898	-	-	26,898	9,745	36,643	9,745	-	36,643
Total Disease Prevention		26,898	-	-	26,898	9,745	36,643	9,745	-	36,643
Family Caregiver										
Federal Title IIIE	3EFL14-14	173,295	-	-	173,295	79,587	252,882	79,587	-	252,882
Total Title IIIE		173,295	-	-	173,295	79,587	252,882	79,587	-	252,882
Elder Abuse										
Federal Title VII	7EFL14-14	6,494	-	-	6,494	546	7,040	546	-	7,040
Total Elder Abuse		6,494	-	-	6,494	546	7,040	546	-	7,040
Administration										
Federal Title IIIB	3BAL14-14	44,978	-	-	44,978	-	44,978	-	-	44,978
Federal Title IIIC1	C1AL14-14	56,051	-	-	56,051	-	56,051	-	-	56,051
Federal Title IIIC2	C2AL14-14	28,178	-	-	28,178	-	28,178	-	-	28,178
Federal Title IIIE	3EAL14-14	18,790	-	-	18,790	-	18,790	-	-	18,790
General Fund C1	1GAL14-14	269	-	-	269	-	269	-	-	269
General Fund C2	2GAL14-14	72	-	-	72	-	72	-	-	72
Total Administration		148,338	-	-	148,338	-	148,338	-	-	148,338
Funding Summary										
Federal Funds		1,615,672	-	-	1,615,672	534,049	2,149,721	534,049	-	2,149,721
General Fund		92,374	-	-	92,374	-	92,374	-	-	92,374
Special Nutrition		-	-	-	-	-	-	-	-	-
SNF Quality & Accountability		24,783	-	-	24,783	-	24,783	-	-	24,783
Special Deposit		10,682	-	-	10,682	-	10,682	-	-	10,682
Grand Total - All Funds		1,743,511	-	-	1,743,511	534,049	2,277,560	534,049	-	2,277,560

Comments:

The maximum amount of Title IIIE expenditures allowable for supplemental services is: 51,223
 The maximum amount of Title IIIE expenditures allowable for Grandparents is: 25,611
 The minimum General Fund to be expended for State Match in Title III is: 68,977

CFDA NUMBER	Year	Award #	Award Name
93.041	2014	14AACAT7EA	Older Americans Act Title VII-Allotments for Vulnerable Elder Rights Protection Activities
93.042	2014	14AACAT7OM	Older Americans Act Title VII-Allotments for Vulnerable Elder Rights Protection Activities
93.043	2014	14AACAT3PH	Older Americans Act Title III-Grants for State & Community Programs on Aging
93.044	2014	14AACAT3SS	Older Americans Act Title III-Grants for State & Community Programs on Aging
93.045	2014	14AACAT3CM	Older Americans Act Title III-Grants for State & Community Programs on Aging
93.045	2014	14AACAT3HD	Older Americans Act Title III-Grants for State & Community Programs on Aging
93.052	2014	14AACAT3FC	Older Americans Act Title III-Grants for State & Community Programs on Aging
93.053	2014	14AACANSIP	Older Americans Act Section 311-Nutrition Services Incentive Program

**AREA PLAN
 Budget Display
 Fiscal Year 2014-15
 County of Riverside**

12 Month Total (July 1, 2014 - June 30, 2015)

	Baseline	Other Baseline Adjustments	Cumulative Transfers	Updated Baseline	Cumulative OTO	Updated Total	Net Change
Supportive Services							
Federal Title IIIB	1,483,202	-	545,758	2,028,960	137,636	2,166,596	137,636
Total Supportive Services	1,483,202	-	545,758	2,028,960	137,636	2,166,596	137,636
Ombudsman							
Federal Title IIIB	49,172	-	-	49,172	1,613	50,785	1,613
Federal Title VIIa	61,524	-	-	61,524	3,550	65,074	3,550
Special Deposit (SDF) SNF Quality & Accountability	42,726	-	-	42,726	-	42,726	-
	99,131	-	-	99,131	-	99,131	-
Total Ombudsman	252,553	-	-	252,553	5,163	257,716	5,163
Congregate Nutrition							
Federal Title IIIC1	2,062,702	-	(893,202)	1,169,500	241,582	1,411,082	241,582
General Fund C1	182,941	-	-	182,941	-	182,941	-
C1 Special Nutrition	-	83,954	-	83,954	-	83,954	83,954
NSIP C1	127,370	-	-	127,370	2,807	130,177	2,807
Total Congregate Nutrition	2,373,013	83,954	(893,202)	1,563,765	244,389	1,808,154	328,343
Home-Delivered Meals							
Federal Title IIIC2	1,036,944	-	347,444	1,384,388	51,719	1,436,107	51,719
General Fund C2	185,193	-	-	185,193	-	185,193	-
C2 Special Nutrition	-	49,385	-	49,385	-	49,385	49,385
NSIP C2	223,030	-	-	223,030	5,264	228,294	5,264
Total Home Delivered Me:	1,445,167	49,385	347,444	1,841,996	56,983	1,898,979	106,368
Disease Prevention							
Federal Title IIID	107,590	-	-	107,590	9,745	117,335	9,745
Total Disease Prevention	107,590	-	-	107,590	9,745	117,335	9,745
Family Caregiver							
Federal Title IIIE	693,180	-	-	693,180	79,587	772,767	79,587
Total Title IIIE	693,180	-	-	693,180	79,587	772,767	79,587
Elder Abuse							
Federal Title VII	25,976	-	-	25,976	546	26,522	546
Total Elder Abuse	25,976	-	-	25,976	546	26,522	546
Administration							
Federal Title IIIB	179,910	-	-	179,910	-	179,910	-
Federal Title IIIC1	224,205	-	-	224,205	-	224,205	-
Federal Title IIIC2	112,710	-	-	112,710	-	112,710	-
Federal Title IIIE	75,158	-	-	75,158	-	75,158	-
General Fund C1	1,074	-	-	1,074	-	1,074	-
General Fund C2	286	-	-	286	-	286	-
Total Administration	593,343	-	-	593,343	-	593,343	-
Funding Summary							
Federal Funds	6,462,673	-	-	6,462,673	534,049	6,996,722	534,049
General Fund	369,494	-	-	369,494	-	369,494	-
Special Nutrition	-	133,339	-	133,339	-	133,339	133,339
SNF Quality & Accountability	99,131	-	-	99,131	-	99,131	-
Special Deposit	42,726	-	-	42,726	-	42,726	-
Grand Total - All Funds	6,974,024	133,339	-	7,107,363	534,049	7,641,412	667,388
Comments:							
The maximum amount of Title IIIE expenditures allowable for supplemental services is:						204,890	
The maximum amount of Title IIIE expenditures allowable for Grandparents is:						102,445	
The minimum General Fund to be expended for State Match in Title III is:						275,908	

CALIFORNIA DEPARTMENT OF AGING

1300 NATIONAL DRIVE, SUITE 200
 SACRAMENTO, CA 95834-1992
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 TDD Only 1-800-735-2929
 FAX Only (916) 928-2267
 TEL (916) 419-7500

**PROGRAM MEMO**

CDA 1014 (Rev. 02/14)

TO: Area Agencies on Aging		NO.: PM 14-13 (P)	
SUBJECT: Area Plan		DATE ISSUED: September 19, 2014	
FY 2014-15 Area Plan Contract Amendment #1 and Budget Displays		EXPIRES: June 30, 2015	
REFERENCES: Older Americans Act Amendments of 2006		SUPERSEDES: PM 14-11 (P)	
PROGRAMS AFFECTED:	<input type="checkbox"/> All	<input checked="" type="checkbox"/> Title III-B	<input checked="" type="checkbox"/> Title III-C1/C2
	<input type="checkbox"/> Title VII	<input type="checkbox"/> Title V	<input type="checkbox"/> HICAP
		<input checked="" type="checkbox"/> Other: NSIP	<input checked="" type="checkbox"/> Title III-D
			<input checked="" type="checkbox"/> Title III-E

Purpose

The purpose of this Program Memo (PM) is to transmit the Fiscal Year (FY) 2014-15 Area Plan (AP) Contract Amendment #1.

Allocation Information

The attached FY 2014-15 AP Contract Amendment #1 allocations include One-Time-Only federal funds (reallocated carryover from FY 2013-14 and new supplemental funding), initial transfer requests, and State Special Nutrition funds.

The California Department of Aging reallocated unspent carryover funds to AAAs who met the announced closeout deadline. These funds were reallocated back to the same AAAs, up to a maximum of five percent of each AAA's final FY 2013-14 statewide allocations. The remainder of the unspent funds were reallocated to these AAAs using straight demographic factors.

The new supplemental funding and State Special Nutrition funds were allocated to all AAAs using straight demographic factors.

Budget Submission Instructions and Due Dates

AAAs must submit an Amendment #1 AP Contract Budget (CDA 122), incorporating the amounts from the corresponding Budget Display no later than 30 days from this PM's issue date.

- OTO funds cannot be transferred between programs. OTO funds obligated through this amendment are available for expenditures through June 30, 2015; however, OTO funds must be spent first. Reported expenditures must include the project numbers as included on your Budget Displays.

Continued on next page

CALIFORNIA DEPARTMENT OF AGING

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**INTENT TO AWARD GRANT NOTICE**

Area Plan Amendment #1 Contract Number AP-1415-21

September 17, 2014

Michele Haddock, Director
County of Riverside Office on Aging
6296 Rivercrest Drive, Suite K
Riverside, California 92507

Dear Ms. Haddock:

The purpose of this letter is to provide you with information for use in your local planning and contract approval processes. As you are aware, County of Riverside Office on Aging is the California Department of Aging's (CDA) identified contractor for Older Americans Act (OAA) program funding under CDA's Fiscal Year 2014-15 Area Plan (AP) contract. CDA is finalizing Amendment #1 to this contract, through which it will award an estimated \$534,049 One-Time-Only (OTO) and \$133,339 in State Special Nutrition funds to County of Riverside Office on Aging for support of OAA programs.

We appreciate your continuing partnership in making OAA programs available to older adults and their families in your community. If you have any questions please contact June Ditgen at (916) 419-7556 or email her at june.ditgen@aging.ca.gov.

Sincerely,

A handwritten signature in blue ink that reads "Edmond P. Long".

Edmond P. Long
Deputy Director
Long-Term Care and Aging Services Division

CALIFORNIA DEPARTMENT OF AGING

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(916) 419-7531



September 19, 2014

To: COUNTY OF RIVERSIDE

Enclosed are four Standard Agreements for Contract # AP-1415-21 Amendment 1. You must have current supporting documents in order for us to process this amendment.

As a reminder, we have listed below the expiration dates for your Insurance Certificate or letter of self-insurance for this contract. If they are expired or will be prior to us receiving the signed amendment back, you will need to renew your insurance and send it with the amendment.

- General Liability will expire on 7/1/2015
- Auto Liability will expire on 7/1/2015
- Professional Liability will expire on 10/1/2015

- A new resolution is needed (True)
 A new resolution is NOT needed

Please sign and return all four copies of the Contract and any additional documents required to:

California Department of Aging
1300 National Drive, Suite 200
Sacramento, CA 95834

If you have any questions, please contact me at (916) 419-7157 or at the email address listed below. Thank you.

Don Fingado
Contract Analyst
California Department of Aging
Don.Fingad@aging.ca.gov



Do Your Part to Help California Save Energy
To learn more about saving energy, visit the CDA web site at www.aging.ca.gov