

CALIFORNIA DEPARTMENT OF AGING

1300 NATIONAL DRIVE, SUITE 200
 SACRAMENTO, CA 95834-1992
 Internet Home Page: www.aging.ca.gov
 TDD Only 1-800-735-2929
 FAX Only (916) 928-2267
 Phone Number (916) 419-7500



PROGRAM MEMO

CDA 1014 (Rev. 04/11)

TO: Area Agency on Aging Directors	NO.: PM 11-21(P)
SUBJECT: Fiscal Year 2011-12 Health Insurance Counseling and Advocacy Program Contract Amendment #1	DATE ISSUED: December 13, 2011
REVISED:	EXPIRES: June 30, 2012
REFERENCES: Older Californians Act, Welfare and Institutions Code 9100, et. seq.	SUPERSEDES: PM 11-08(P)
PROGRAMS AFFECTED: <input type="checkbox"/> All <input type="checkbox"/> Title III-B <input type="checkbox"/> Title III-C1/C2 <input type="checkbox"/> Title III-D <input type="checkbox"/> Title III-E <input type="checkbox"/> Title V <input type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input type="checkbox"/> Title VII <input type="checkbox"/> ADHC <input checked="" type="checkbox"/> Other: HICAP	
REASON FOR PROGRAM MEMO: <input type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input checked="" type="checkbox"/> Other	

Purpose

This Program Memo (PM) transmits your Fiscal Year (FY) 2011-12 Health Insurance Counseling and Advocacy Program (HICAP) Revised Allocation and Contract Amendment #1. The California Department of Aging (CDA) is amending the contract to:

- Allocate \$91,514 in reconciled federal State Health Insurance Assistance Program (SHIP) funds.
- Reallocate in place \$447,057 unspent Area Agency on Aging (AAA) SHIP grant funds for FY 2010-11 to FY 2011-12.
- Allocate \$213,179 in SHIP Performance Grant funds.
- Allocate \$186,717 in SHIP funds from the previous federal grant.
- Execute AAAs' funding transfer requests.

Allocation Methodology

CDA allocated reconciled SHIP funds as follows:

- Fifty percent, including administration, equally to each of the 26 contracted HICAP jurisdictions.
- Fifty percent, including administration, to the 26 contractors based on the number of Medicare beneficiaries in their county(ies), using the most current population data available from the Centers for Medicare and Medicaid Services (CMS).

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Allocation Methodology (continued)	<p>CDA reallocated previously unspent federal SHIP grant funds for FY 2010-11 in place to each contracted jurisdiction (AAA) based on individual FY 2010-11 closeouts.</p> <p>CDA allocated all other funds as follows:</p> <ul style="list-style-type: none"> • Fifty percent equally to each of the 26 contracted HICAP jurisdictions. • Fifty percent to the 26 contractors based on the number of Medicare beneficiaries in their county(ies), using the most current population data available from CMS. • No funding allocated to administration.
Expenditure Deadline	June 30, 2012
Expenditure Guideline	<p>Use reallocated unexpended federal SHIP Grant funds for FY 2010-11 as specified in the SHIP Grant Terms and Conditions. Use all other funding sources in this amendment to promote and expand core HICAP activities and to meet or exceed CMS required Benchmarks, including but not limited to:</p> <ul style="list-style-type: none"> • Increasing one-on-one counseling services • Increasing outreach and education activities • Maintaining and expanding quality assurance activities • Augmenting the HICAP staff and volunteer base to meet the needs of the increasing numbers of Medicare-eligible beneficiaries • Performing targeted outreach and counseling services to low-income, dual-eligible and hard-to-reach populations • Training HICAP staff on accurate and thorough reporting of all HICAP activities • Designing activities to enhance HICAP services to clients with limited English proficiency
Submission Deadline	Submit a revised HICAP Budget (CDA 229) incorporating the attached HICAP Budget Display Amendment #1 to your Fiscal Team Specialist as soon as possible, but no later than 30 days from the date of this PM.
Inquiries	For fiscal inquiries contact your assigned AAA-Based Fiscal Team Specialist. For programmatic inquiries contact your assigned HICAP Specialist.
Attachments	<ul style="list-style-type: none"> • HICAP 2011-12 Amendment #1 Budget Displays • HICAP 2011-12 Amendment #1 Contracts

Lora Connolly

Lora Connolly
Acting Director