

CALIFORNIA DEPARTMENT OF AGING

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PROGRAM MEMO

CDA 1014 (Rev. 02/14)

TO: Area Agencies on Aging		NO.: PM 16-07	
SUBJECT:		DATE ISSUED: July 21, 2016	
Supplemental Nutrition Assistance Program- Education Federal Fiscal Year 2017 Contract Budget and Reporting Information		EXPIRES: September 30, 2017	
REFERENCES:		SUPERSEDES: PM 15-14	
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 VII <input type="checkbox"/> Title V <input type="checkbox"/> HICAP <input checked="" type="checkbox"/> Other: Supplemental Nutrition Assistance Program – Education		

Purpose

This Program Memo (PM) provides funding information and specifies reporting requirements for your October 1, 2016 through September 30, 2017, Federal Fiscal Year (FFY) 2017 Supplemental Nutrition Assistance Program – Education (SNAP-Ed) Contract (SP-1617).

For information on returning a complete contract for execution, please refer to the instructions on the California Department of Aging (CDA) [Local Assistance Contract Checklist \(CDA 9007\)](#).

Funding

CDA allocated \$742,804 in SNAP-Ed funds.

This figure includes funds from the initial FFY 2017 award, which was reduced from \$734,000 to \$670,750, and augmented with \$72,054 in FFY 2016 funds from AAAs that elected not to continue participating in the program.

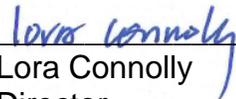
After completing the FFY 2016 SNAP-Ed contract closeout process, CDA may issue a contract amendment to adjust funding allocated through this contract.

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Allocation Methodology	<p>CDA allocated \$742,804 in SNAP-Ed funds to the 16 AAAs participating in the SNAP-Ed program using the following allocation methodology:</p> <ul style="list-style-type: none"> • CDA allocated \$320,000 to provide \$20,000 in base funding to each of the 16 participating AAAs. • CDA allocated the remaining \$422,804 as follows: <ul style="list-style-type: none"> ○ 50 percent of the remaining funds based on each participating Planning and Service Area's (PSA) proportional share of the number of Medi-Cal beneficiaries age 60 and older. ○ 35 percent of the remaining funds based on each participating PSA's proportional share of the number of unduplicated Older Americans Act nutrition program participants. ○ 15 percent of the remaining funds based on each participating PSA's proportional share of the number of individuals age 60 and older living in geographic isolation.
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Deadlines	<p>AAAs must submit the SNAP-Ed Budget (CDA 2000) as soon as possible, but no later than 30 days from the date of this PM. The budget form is available from the Program Fiscal Team at SNAP-ED.fiscal@aging.ca.gov .</p> <p>Additionally, the following deadlines are footnoted on the Budget Display within Exhibit B of the contract:</p> <ul style="list-style-type: none"> • Expenditures • Closeout Reports
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Request for Funds	<p>AAAs must submit a completed SNAP-Ed Request for Funds Form (CDA 2001) to request payments.</p> <p>CDA distributes SNAP-Ed funds to AAAs on a reimbursement basis. CDA will not process any SNAP-Ed contract payments until the AAA's contract is fully executed.</p>
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Inquiries	<p>For programmatic inquiries, contact your assigned CDA SNAP-Ed Program Analyst at SNAP-Ed.data@aging.ca.gov.</p> <p>For payment inquiries, contact CDA's Accounting Section at CDA.Accounting@aging.ca.gov.</p> <p>For fiscal inquiries, contact your assigned CDA Fiscal Team Analyst at SNAP-Ed.fiscal@aging.ca.gov.</p>

**Director's
Message**

Thank you for your on-going involvement in this SNAP Ed contract. This education encourages older adults to make healthy, yet cost-conscious, eating choices and helps support evidence-based programs that reinforce this focus on wellness and health promotion. CDA looks forward to our continued partnership with you in providing these valuable programs that can make such a difference in the quality of life for many low-income older Californians.



Lora Connolly
Director