

## DEPARTMENT OF AGING

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## PROGRAM MEMO

TO: <b>AREA AGENCY ON AGING DIRECTORS</b>	NO.: <b>PM 07-01 (P)</b>
SUBJECT: <b>SFY 2006-07 Title V Revised Allocation and Contract Amendment #1</b>	DATE ISSUED: 02/07/07
REVISED	EXPIRES: 06/30/07
REFERENCES:	SUPERSEDES: n/a
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 checked="" type="checkbox"/> Title V <input type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input type="checkbox"/> Title VII <input type="checkbox"/> ADHC <input type="checkbox"/> Other: _____	
REASON FOR PROGRAM MEMO: <input type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input checked="" type="checkbox"/> Other Specify: <u>Transmit Title V Revised Allocations and Contract Amendments</u>	
INQUIRIES SHOULD BE DIRECTED TO: <b>Your Assigned AAA-Based Team Fiscal Specialist</b>	

This Program Memo (PM) transmits your fiscal year (FY) 2006-07 Senior Community Service Employment Program (SCSEP) Revised Allocation and Contract Amendment #1. This amendment reflects adjustments as follows: (1) a reduction in federal funds (\$74,817) and the corresponding statewide reduction of 10 participant positions, and (2) a \$0.75 per hour State General Fund augmentation to offset the State minimum wage increase to \$7.50 per hour effective January 1, 2007.

Included with this Program Memo are four copies of the amendment and a cover letter specifying any other documents that are needed for execution of the amendment. Instructions for mailing these documents are included as well.



**State General Funds**

State General Funds may only be spent on Participant Wages. Area Agencies on Aging (AAA) should request enough State funds each month to fund the difference between the State minimum wage of \$7.50 per hour and the federal minimum wage of \$5.15 per hour.

**Participant Wages and Fringe Benefits (PWFB) Expenditures**

A minimum of 79% of the federal contract must be spent on PWFB. If unspent funds are anticipated, based upon a monitoring analysis of the PWFB expenditures, projects can spend a higher percentage of State funds for wages and a higher percentage of federal funds for associated fringe benefits. Contact your SCSEP Specialists to discuss acceptable options for the use of PWFB.

**Budget Due Date**

A revised SCSEP (Title V) Budget (CDA 35) that incorporates the attached Title V Budget Display, amendment #1 is due to your assigned AAA-Based Team Fiscal Specialist **as soon as possible, but no later than 30 days from the date of this PM**. Revised Budgets must be submitted electronically to the Fiscal Team using the CBSP fiscal mailboxes.

**Original signed by:**

Lora Connolly  
Acting Director

Attachments