

DEPARTMENT OF AGING

1300 National Drive
 SACRAMENTO, CA 95834
 Internet Home Page: www.aging.ca.gov
 TDD Only 1-800-735-2929
 FAX Only (916) 928-2504



PROGRAM MEMO

TO: AREA AGENCIES ON AGING DIRECTORS	NO.: PM 09-07(P)
SUBJECT: Fiscal Year 2008-2009 & 2009-2010 Employment Stimulus Contracts and Fiscal Reporting	DATE ISSUED: April 15, 2009
REVISED	EXPIRES: June 30, 2010
REFERENCES: Older Americans Act Amendments of 2006; American Recovery & Reinvestment Act of 2009	SUPERSEDES:

PROGRAMS AFFECTED:

All Title III-B Title III-C1/C2 Title III-D Title III-E Title V
 CBSP MSSP Title VII ADHC Other: _____

REASON FOR PROGRAM MEMO:

Change in Law or Regulation Response to Inquiry Other Specify: Transmit Employment
Stimulus Contracts for PY 2008-09 & PY 2009-10

INQUIRIES SHOULD BE DIRECTED TO: **Your Assigned AAA-Based Team Fiscal Specialist**

This Program Memo (PM) transmits your American Recovery & Reinvestment Act (ARRA) Employment Stimulus contracts for State Fiscal Year (SFY) 2008-09 through SFY 2009-10. The federal government allocated \$120 million nationwide in additional Employment Stimulus funds to the Senior Community Service Employment Program (SCSEP). The California Department of Aging (CDA) was awarded a total of \$2,035,078 in Employment Stimulus funds which must be expended by June 30, 2010. Employment Stimulus funds are intended to preserve and create jobs, assist those most impacted by the recession, and promote national economic recovery.

The California Department of Aging allocated Employment Stimulus funds to participating Area Agencies on Aging (AAA) based on each grantee's current share of the total SFY 2008-09 SCSEP allocation. These funds are a one-time supplement to the existing SCSEP as currently implemented. Employment Stimulus funds are meant to supplement, not supplant, ongoing SCSEP funding.

Employment Stimulus funding for the SCSEP must be tracked separately from federal funds allocated to the AAAs for the regular SCSEP. Local agencies will be required to meet the 10 percent match required by the grant by the end of the contract period. In addition, local agencies may use up to eight percent of the grant amount for administration.



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Please note that while the contract includes the entire grant amount, SFY 2008-09 spending will be limited to the SFY 2008-09 Budget Display amount. Funds not spent in SFY 2008-09 will be available for spending in SFY 2009-10.

This PM conveys both your SCSEP Employment Stimulus Budget Display and SCSEP Employment Stimulus Contract. No planning estimates were issued in advance of these documents.

Employment Stimulus Budget Due Date

Simultaneous with the distribution of this PM, the Fiscal and Contracts Team will email an electronic master copy of the new Employment Stimulus Budget (CDA 35s) to AAAs. **An electronic copy of your original Employment Stimulus Budget is due to your assigned AAA-Based Team Fiscal Specialist as soon as possible, but no later than 15 days from the date of this PM.**

Employment Stimulus Expenditures and Request for Funds

AAAs will also receive an electronic master copy of the new Employment Stimulus Quarterly Financial Status Report and Request for Funds (CDA 29s). The CDA 29s will enable AAAs to request Employment Stimulus funds and report actual expenditures and funding sources quarterly. AAAs should begin using this form to request April to June 2009 Employment Stimulus funds as soon as possible. The quarterly request for funds must be submitted separately from the quarterly expenditures due to federal reporting requirements. For your convenience, the CDA 29 due dates are included on the form.

As a reminder, SFY 2008-09 Employment Stimulus payments to AAAs will not be processed until the original Employment Stimulus Budget is approved and the SFY 2008-09 Employment Stimulus Plan contract is returned to, and fully executed by, the California Department of Aging. Also, please note that Legislative approval to expend these funds is still pending. The California Department of Aging expects to receive approval by May 1, 2009.



Lynn Daucher
Director

Attachments