

CALIFORNIA DEPARTMENT OF AGING

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PROGRAM MEMO

CDA 1014 (Rev. 04/11)

TO: Area Agency on Aging Directors in Cal MediConnect Demonstration Counties	NO.: 13-11(P)
SUBJECT: Financial Alignment Financial Alignment Contract; Cal MediConnect Demonstration	DATE ISSUED: December 3, 2013
REVISED:	EXPIRES: May 31, 2016
REFERENCES:	SUPERSEDES:
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	

Purpose

This Program Memo (PM) transmits to participating Area Agencies on Aging (AAA) the contract, budget display, budget form (CDA 229FA), budget narrative template, budget narrative instructions, and work plan template for contract activities funded under the California Department of Aging's (CDA) federal Financial Alignment (FA) grant. Participating AAAs will use FA grant funds to provide Health Insurance Counseling and Advocacy Program (HICAP) outreach, education, and counseling to individuals eligible for both Medicare and Medi-Cal (dual eligible beneficiaries) about their options and choices under California's three-year Cal MediConnect demonstration.

Background

The Cal MediConnect demonstration is a joint effort between California's Medi-Cal program and the federal Medicare program. The goal is to promote coordinated delivery of medical, behavioral health, long-term institutional and home- and community-based services through a single organized system to older adults and people with disabilities who are dually eligible for both Medi-Cal and Medicare. Cal MediConnect is part of the larger Coordinated Care Initiative (CCI) authorized pursuant to SB 1008 (Chapter 33, Statutes of 2012) and SB 1036 (Chapter 45, Statutes of 2012). The Centers for Medicare & Medicaid Services (CMS) awarded CDA a \$1,000,000 FA grant to support local HICAPs in providing outreach, education, and counseling to dual eligible beneficiaries in the eight Cal MediConnect demonstration counties to help them understand their Cal MediConnect coverage options.

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**Allocation
Methodology**

CDA will allocate the \$1,000,000 in FA grant funds for FA contract activities to the nine participating AAAs providing HICAP services in the eight Cal MediConnect demonstration counties. CDA will distribute these funds as follows:

1. Fifty percent of the FA grant funds (\$500,000) will be allocated in State Fiscal Year (SFY) 2013-2014; fifty percent of the FA grant funds (\$500,000) will be allocated in SFY 2014-2015.
2. Thirty-three percent of the \$1,000,000 in FA grant funds will be distributed among the nine AAAs to ensure an identical baseline allocation for FA contract activities in each of the eight Cal MediConnect demonstration counties.
3. Sixty-seven percent of the FA grant funds will be allocated to the nine AAAs based on each demonstration county's proportional share of the total Cal MediConnect-Eligible population.

**Work Plan
Instructions**

AAAs must submit to CDA detailed work plans describing FA contract activities. Work plans must:

- Outline performance goals, measurable outcomes, major objectives, key tasks and personnel, and time frames, including start and end dates.
- Ensure coordination with the State's enrollment broker and entities involved in beneficiary appeal processes.

**Contract
Administration
Limitation**

AAAs may use a maximum of ten percent of FA Contract funding for program administration. The attached Budget Display indicates each AAA's maximum allowable dollar amount for administration.

**Expenditure
Guidelines**

The FA Contract is a three-year contract. SFY 2013-2014 FA Grant funds that remain unspent as of June 30, 2014, will be available for carryover into SFY 2014-2015. FA Contract funds that remain unspent as of June 30, 2015, will be available for carryover into SFY 2015-2016.

AAAs are strongly encouraged to expedite distribution of funds to their HICAPs or HICAP contractors to ensure adequate funding is available for initial project expenditures.

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Budget Submission Instructions & Due Date

AAAs are required to submit their 2013-2014 FA Contract Budget Summary (CDA 229FA) and completed 2013-2014 Budget Narrative Template. Subsequent year budgets will be submitted with annual contract amendments. Budget information should be submitted as follows:

- Incorporate the SFY 2013-2014 amounts shown in the Budget Display using CDA 229FA.
- Complete the 2013-2014 Budget Narrative Template.
- Submit the completed CDA 229FA and Budget Narrative Template electronically to your CDA Fiscal Specialist.

Budget forms must be submitted as soon as possible, but no later than 30 days from the date of this PM.

Requests for Funds & Expenditure Reporting

SFY 2013-2014 FA grant funds will not be available until CDA receives and approves the FA grant work plan and budget, and fully executes the SFY 2013-2014 FA contract.

Reporting Requirements

Client-level performance data must be entered into the State HICAP Automated Reporting System (SHARP) as specified in Exhibit A of the FA Grant contract. Mid-term, year-end, and final narrative reports, including budget status (planned and actual expenditures, deficit/surplus), must be submitted to CDA as outlined in Exhibit A of the FA Grant contract.

AAAs are required to submit a Closeout form (CDA 230FA) 30 days after each SFY during the contract period. Submit the form electronically to your assigned CDA Fiscal Specialist.

Inquiries

Please contact your assigned CDA Fiscal Team Specialist if you have any questions related to the budget. Please contact your assigned HICAP Team Specialist if you have any questions related to the contract.

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Enclosures This Program Memo includes the following enclosures:

- FA Contract 2013-2016 Budget Display
- FA Contract 2013-2014 Work Plan Template
- CDA Budget Form 229 FA
- FA Contract 2013-2014 Budget Narrative Template
- FA Contract 2013-2014 Budget Narrative Instructions
- FA Contract 2013-2014 Contract

Enclosures will be mailed to each AAA's Contract Representative.

Lora Connolly

Lora Connolly
Director