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**TO:** Area Agencies on Aging

**NO:** PM 25-05

**DATE ISSUED:** August 1, 2025

**EXPIRES:** Until Superseded or Rescinded

**PROGRAMS AFFECTED:** Area Plan, Title V, HICAP, MIPPA

**SUPERSEDES:** PM 25-01

**SUBJECT:** MOU Program Guide Revision August 2025

### **PURPOSE**

This Program Memo (PM) memorializes and provides details on revisions to the MOU Program Guide which defines responsibilities for providing Older Americans Act and Older Californians Act assistance and/or related support services to eligible older adults, adults with disabilities, family caregivers, and residents in long-term care facilities.

### **REVISION OVERVIEW**

The following sections of the MOU Program Guide are being revised, added, or removed:

- Revised 1.5, Usage of this Program Guide, Chapter 5 (added SCSEP)
- Revised 3.1.1, General Definitions, Item 18
- Revised 3.2.2, Subcontracts, Item 4
- Added 3.2.2, Subcontracts, Items 7 and 8
- Revised 3.2.2, Subcontracts, Item 12.d.
- Added 3.2.2, Subcontracts, Item 14
- Revised 3.4, Property, Item 2
- Revised 3.13.1, S.W.A.G. Ban
- Revised 4.3.1, Program Definitions, Item 8
- Revised 4.3.1, Program Definitions, Item 14d
- Moved 4.3.1, Program Definitions, Item 23 moved to 26
- Added 4.4.3, Title III C (Nutrition Services), Item 13
- Revised 4.5, Budget and Budget Revisions, Item 2.f and 2.g
- Revised 4.5.1, Indirect Costs, Item 1-3
- Revised 4.7.2, Allocation Transfers, Item 3

- Revised 4.7.3, Matching Requirements, Items 2-3
- Revised 4.8, Payments, Item 2
- Added 4.8, Payments, Items 3-5
- Added 5.3, Program Definitions, Items 30 and 31
- Added 5.4, Scope of Work, Item 3.b
- Revised 5.5, Budget and Budget Revisions, Item 2.f and 2.g
- Revised 5.5.1, Indirect Costs, Items 1-2, removed Item 3
- Revised 5.8, Payments, Items 2-3
- Added 5.8, Payments, Items 4-5
- Revised 6.5, Budget and Budget Revisions, Item 2.f and 2.g
- Revised 6.5.1, Indirect Costs, Item 1
- Revised 6.8, Payments, Item 2
- Added 6.8, Payments, Items 3-5
- Revised 7.5, Budget and Budget Revisions, Item 2.f and 2.g
- Revised 7.5.1, Indirect Costs, Item 1
- Revised 7.7, Payments, Item 2

Please see the attached Summary of Changes document for details on each revision, addition or removal.

### **INQUIRIES**

For inquiries regarding these revisions, please email: [BMBsubvention@aging.ca.gov](mailto:BMBsubvention@aging.ca.gov)

*Andrew Sachs*

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cc:

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Eden Rosales, Deputy State Long-Term Care Ombudsman

Attachments:

Program Guide (Rev. 08/2025)  
Summary of Changes