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Long-Term Care and Aging Services Division
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PROGRAM MEMO

TO: Area Agencies on Aging

NO: PM 18-09

DATE ISSUED: August 20, 2018

EXPIRES: September 29, 2020

SUBJECT: Medicare Improvements for Patients and Providers Act Contract (MI-1819) Budget and Reporting Information

PROGRAMS AFFECTED: Medicare Improvements for Patients and Providers Act (MIPPA)

SUPERSEDES: N/A

Purpose

This Program Memo provides funding information and specifies reporting requirements for your MIPPA Contract MI-1819.

All contract-related documents, including Budget Displays and the Local Assistance Contract Checklist (CDA 9007), can be found on the [Area Agencies on Aging \(AAA\) page](#) of the California Department of Aging's (CDA) website.

Funding

The total MIPPA contract funding amount for two years is estimated to be \$2,931,822. This amount is based on the two-year grant period. CDA anticipates receiving a Notice of Award (NOA) of \$1,465,911 for each grant year. If the NOAs are not \$1,465,911 as anticipated, CDA will adjust the funding through a contract amendment.

After completing the MI-1718 contract closeout process, CDA may issue a contract amendment to adjust funding allocated through this contract.

Allocation Methodology

To determine each AAA's contract allocation, CDA used the methodology described in the MI-1819 Allocation Methodology document found on the [Area Agencies on Aging - Budget Displays page of CDA's website](#).

Request for Funds and Expenditure Reports

AAAs must:

- Use the [MIPPA Request for Funds \(CDA 245M\)](#) to request funds. For form instructions, refer to the [MIPPA Request for Funds Instructions \(CDA 245Mi\)](#).
- Use the [MIPPA Expenditure Report \(CDA 255M\)](#) to report monthly expenditures. For form instructions, refer to the [MIPPA Expenditure Report Instructions \(CDA 255Mi\)](#).

CDA will not process payments for MI-1819 until the AAA's MIPPA Budget and Work Plan are approved and the Contract is fully executed.

All contract-related fiscal forms, including the MIPPA Budget (CDA 229M) and the MIPPA Work Plan Template (CDA 7001M), can be found under the MIPPA Documents section of the [Fiscal Forms and Documents page](#) on CDA's website.

Deadlines

To execute this contract, AAAs must submit their MIPPA Budget (CDA 229M) and their MIPPA Work Plan Template (CDA 7001M) as soon as possible, but no later than 30 days from the date of this Program Memo. Additionally, all other contract-related documents identified in the Local Assistance Contract Checklist (CDA 9007) must be returned as soon as possible, but no later than the contract start date.

Monthly Expenditure Reports are due at the end of each following month. Expenditure time periods and closeout deadlines are footnoted on the Budget Display within Exhibit B of the contract.

Contract Language Updates

All contract language updates are identified in the [MI-1819 Contract Summary of Changes](#) document found on the [Area Agencies on Aging – Contract Summaries of Changes page](#) on CDA's website.

Inquiries

For programmatic and data inquiries, email: HICAPTeam2@aging.ca.gov.

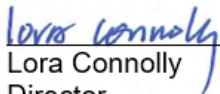
For program fiscal inquiries, email: FiscalTeam@aging.ca.gov.

For payment inquiries, email: CDA.Accounting@aging.ca.gov.

Director's Message

Thank you for your ongoing efforts in reaching out to low income Medicare beneficiaries and helping them enroll in the Low-Income Subsidy and the Medicare Savings Programs. The Social Security Administration estimates that these programs can be worth an average of \$4,000 a year in savings to these individuals. This can be a substantial amount for persons struggling to get by.

Through prior grants, California's AAAs, HICAPs, and ADRCs have been very creative and diligent in conducting outreach and encouraging enrollment. But there are always new and still unreached beneficiaries that can benefit from this Extra Help. We look forward to our continued partnership with you in seeking to increase enrollment in these programs.


Lora Connolly
Director