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PROGRAM MEMO

TO: Area Agencies on Aging

EXPIRES: September 29, 2020

NO: PM 19-04

PROGRAMS AFFECTED: MIPPA

DATE ISSUED: April 24, 2019

SUPERSEDES: PM 18-09

SUBJECT: Medicare Improvements for Patients and Providers Act Contract (MI-1819) Budget and Reporting Information Amendment #1

Purpose

This Program Memo provides funding information and specifies reporting requirements for the Medicare Improvements for Patients and Providers (MIPPA) Contract MI-1819 Amendment #1.

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

CDA is amending the MI-1819 contract by a total of \$558,050 to reflect the additional federal funds received in the Notice of Award (NOAs) for the first year of the 2018 MIPPA grant, the unspent balance from the MI-1718 contract and an estimate of additional federal funds for the 2nd year of the 2018 MIPPA grant.

Allocation Methodology

To determine each AAA's contract allocation, CDA used the methodology described in the MI-1819 Amendment #1 Allocation Methodology document found on the [Area Agencies on Aging - Budget Displays page](#) of CDA's website.

Request for Funds and Expenditure Reports

To request funds, AAAs must use the [MIPPA Request for Funds \(CDA 245M\)](#) form. To report expenditures, AAAs must use the [MIPPA Expenditure Report \(CDA 255M\)](#) form. Both documents are found under the MIPPA Documents section of the Fiscal Forms and Documents page on CDA's website.

For guidance on requesting funds or reporting expenditures, refer to the [MIPPA Request for Funds Instructions \(CDA 24Mi\)](#) and the [MIPPA Expenditure Report Instructions \(CDA 255Mi\)](#).

CDA will not process payments for MI-1819 Amendment #1 additional funds until the AAA's MIPPA Budget is approved and the contract amendment is fully executed. 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 amended MIPPA Budget (CDA 229M) 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.

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

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Frances Mueller

Acting Director