

CALIFORNIA DEPARTMENT OF AGING**Division of Administrative Services**

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**FUNDING RELEASE MEMO**

To: Area Agencies on Aging (AAAs)

FRM No: 2526-05

Issue Date: September 1, 2025

Subject: HICAP and MIPPA Funding Allocations, Budget and Reporting Information

Funding Period: HICAP: April 1, 2025 through March 31, 2026
MIPPA: September 1, 2025 through August 31, 2026

Supersedes: 2526-04

Programs Affected: Health Insurance Counseling and Advocacy Program
Medicare Improvements for Patients and Providers Act

Purpose

This Funding Release Memo (FRM) provides funding information and specific reporting requirements for the Health Insurance Counseling and Advocacy Program (HICAP) and the Medicare Improvements for Patients and Providers Act (MIPPA) Federal Fiscal Year (FFY) 2025-26.

Additionally, Budget Displays, Program Guidelines, and Allocation Methodology documents can be found on the [CDA website](#).

HICAP Information:**Funding**

This Funding Revision includes a no-cost extension (NCE) for the remaining balances of Grant #: 90SAPG0094-05. The total HICAP NCE funding amount is \$339,682. Federal allocations are based on the remaining unspent balances for each AAA from FFY 2024-25.

Request for Funds and Expenditure Reports

CDA will process payments for HI-2526 once the AAA's MOU is fully executed. To execute this MOU, AAAs must submit their HICAP Budget form (CDA 229) to finance@aging.ca.gov and all necessary MOU documents to subvention@aging.ca.gov no later than 30 days from the date of this FRM.

The AAA shall prepare and submit a monthly expenditure report in the Local Finance Reporting System (LoFRS). LoFRS reports are due no later than the last business day of each month or as specified by CDA. The report shall include all costs and funding sources for the month prior.

Payments will be made to reimburse expenditures reported unless the AAA pre-selects an advance-funding method and provides a justification explaining the need for an advance on the budget form at the beginning of each new funding term, as referenced on the budget display.

Please reference the program guide for specifics on funding, fiscal provisions, and program-specific funding requirements.

MIPPA Information:

Funding

The total MIPPA funding amount is \$2,886,106. Federal allocations are based on the FFY 2025 grant Notice of Awards from the Administration for Community Living (ACL) in three priority areas. MIPPA Grant funds for the three priorities are allocated as follows:

- Priority Area 1 – MIPPA State Health Insurance Program (SHIP) funds: \$1,502,610 in local assistance funds are allocated on a two-step process:
 - 50 percent of the local assistance MIPPA SHIP funds are allocated equally on a straight-line basis.
 - The remaining 50 percent of local assistance funds are allocated using the most current weighted Medicare eligible beneficiary factors obtained from the Centers for Medicare and Medicaid Services (CMS).
 - In California, SHIP is the Health Insurance Counseling and Advocacy Program.
- Priority Area 2 – MIPPA AAA funds: \$1,136,353 in local assistance funds are allocated using the weighted non-minority, minority, low-income and geographic isolation factors from the Intrastate Funding Formula.
- Priority Area 3 – MIPPA Aging and Disability Resource Connection (ADRC) funds: \$247,143 in local assistance funds are allocated to the managing AAAs with ADRC counties using the following weighted population factors:
 - Population-All Ages, given a weight of 1.0
 - Square Miles, given a weight of 2.0
 - Geographic Isolation/Rural-All Ages, given a weight of 3.5

Request for Funds and Expenditure Reports

CDA is able to process payments for MI-2526 once the AAA's MOU is fully executed. To execute this MOU, AAAs must submit their MIPPA Budget form (CDA 229) to finance@aging.ca.gov and all necessary MOU documents to subvention@aging.ca.gov no later than 30 days from the date of this FRM.

The AAA shall prepare and submit a monthly expenditure report in LoFRS no later than the last business day of each month or as specified by CDA. The report shall include all costs and funding sources for the month prior.

Payments will be made to reimburse expenditures reported unless AAA pre-selects an advance-funding method and provides a justification explaining the need for an advance on the budget form at the beginning of each new funding term, as referenced on the budget display.

Please reference the program guide for specifics on funding, fiscal provisions, and program-specific funding requirements.

Inquiries

For HICAP program inquiries, email: CDA.HICAP.Team@aging.ca.gov

For MIPPA program inquiries, email: CDA.HICAP.Team@aging.ca.gov

For data inquiries, email: DataTeam.Reports@aging.ca.gov

For fiscal inquiries, email: Finance@aging.ca.gov

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

For MOU or Program Guideline inquiries, email: BMBSubvention@aging.ca.gov

Nicole Shimosaka

Nicole Shimosaka, Deputy Director
Division of Administrative Services
California Department of Aging

cc: Health Insurance Counseling and Advocacy Program Bureau, Person Centered Navigation
Branch, Division of Home and Community Living
Local Finance Section, Division of Administrative Services
Accounting Management Section, Division of Administrative Services
Business Management Section, Division of Administrative Services
Budget Operations Section, Division of Administrative Services

Funding Release Memo Log

Funding Revision #	Revision Date	Purpose of Revision
2425-01	3/22/2024	Area Plan and Title V 2425 Initial Allocations
2425-02	8/8/2024	Revised Title V 2425 Allocations and Initial FFY 2024 MIPPA Allocations
2425-03	8/21/2024	Area Plan: Reduction to NSIP Funds and One-Time Increase to Ombudsman Public Health Licensing and Certification Program Funds
2425-04	12/9/2024	Area Plan: One-Time Only, Transfers, and One-Time Increase to Ombudsman Special Deposit Fund
2425-05	2/28/2025	MIPPA: Funding Allocations for No-Cost Extension for FFY 2023, Budget and Reporting Information
2526-01	4/1/2025	Health Insurance Counseling and Advocacy Program Funding Allocations, Budget and Reporting Information
2425-06	4/17/2025	Area Plan: 2024-25 Final Transfers
2526-02	4/23/2025	2025-26 Initial Title V Funding Allocations, Budget and Reporting Information
2526-03	5/16/2025	Area Plan FY 2025-26 Funding Allocations, Budget and Reporting Information
2526-04	7/18/2025	Area Plan FY 2025-26: NSIP and Ombudsman Special Deposit Fund Allocations
2526-05	9/01/2025	HICAP Funding Allocation for No-Cost Extension FFY 2025 and Initial FFY 2025 MIPPA Allocations

For more information about the MOU, please visit the [CDA website](#).