

**CALIFORNIA DEPARTMENT OF AGING  
Home and Community Living Division**

2880 Gateway Oaks Drive, Suite 200  
Sacramento, CA 95833  
www.aging.ca.gov  
TEL 916-419-7540  
FAX 916-928-2267  
TTY 1-800-735-2929

**PROGRAM MEMO**

**TO:** Aging and Disability Resource Connection (ADRC) Infrastructure Grants Program Grantees

**NO:** 22-02

**ISSUED:** March 11, 2022

**EXPIRES:** June 30, 2022

**PROGRAMS AFFECTED:** ADRC Infrastructure Grants Program

**SUPERSEDES:** N/A

**SUBJECT:** One-Time Flexibility for Fiscal Year (FY) 2020-22 ADRC Infrastructure Grants

**Purpose**

This Program Memo provides one-time flexibility for use of FY 2020-22 ADRC Infrastructure Grant funds.

**Background**

[California Senate Bill 80 \(Human Services Omnibus, 2019\)](#) established the ADRC Infrastructure Grants Program and the [California Welfare and Institutions Code, Section 9121](#), requires the California Department of Aging (CDA) to award grants to interested and qualified Area Agencies on Aging (AAA) and Independent Living Centers (ILC) to:

1. complete the planning and application process (as an Emerging ADRC) for designation and approval to operate as an ADRC program, and
2. aid Designated ADRC programs in expanding or strengthening services for the purpose of implementing a No Wrong Door System.

The ADRC Infrastructure Grants are intended to support Emerging and Designated ADRCs in developing, implementing, and sustaining a local No Wrong Door (NWD) System that enhances consumer access to existing long-term services and supports options.

**Flexibilities for Use of Funds**

CDA acknowledges some ADRCs have experienced challenges in utilizing the ADRC Infrastructure Grants to expand ADRC staffing and services due to the immediate need to respond to the COVID-19 pandemic. Based on the feedback from local ADRC partners regarding identified needs that would support recipients of ADRC services, CDA is allowing the following **one-time flexibility for expending FY 2020-22 ADRC Infrastructure Grant funds**. This flexibility is retroactive to July 1, 2021 and expires June 30, 2022.

- Funds may be used to provide supplemental services for supporting Care Transition Service participants in successfully transitioning to and maintaining their independence in a home or community-based setting. Supplemental services may include, but are not limited to, assistive technology, transportation, and nutrition/meals. **Note: Funds may not be used for cash assistance including gift cards, deposits, housing (rent/mortgage), or fees for services.**

In addition, CDA is clarifying the allowability to use funds for advertisement/outreach/marketing purposes, including:

- Costs of advertising media and corollary administrative costs. Advertising media include magazines, newspapers, radio and television, direct mail, exhibits, electronic or computer transmittals, and the like.
- The recruitment of personnel required for performance of this grant.
- The procurement of goods and services for the performance of this grant.
- Program outreach and other specific purposes necessary to meet the requirements of this grant.

### **Budget Revision Requirements**

The Contractor shall be reimbursed only for expenses itemized in the approved Budget/Budget Revision and Budget Narrative. A budget revision may be necessary for changes in use of funds.

CDA is waiving the requirement of submitting a final budget revision no later than ninety (90) days prior to the ending date of the contract. Instead, final budget revisions must be submitted prior to May 31, 2022, or sooner.

### **Inquiries**

For ADRC inquiries, email: [ADRC@aging.ca.gov](mailto:ADRC@aging.ca.gov).

            
/s/

Sutep Laohavanich  
Deputy Director  
Division of Home and Community Living