

**CALIFORNIA DEPARTMENT OF AGING**

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**CONTRACT RELEASE MEMO**

**To:** Area Agencies on Aging (AAAs)  
**CM No:** 23-15  
**SUBJECT:** MIPPA (MI-2324) Budget and Reporting Information  
**ISSUE:** JUNE 15, 2023  
**CONTRACT TERM:** September 1, 2023 through August 31, 2024  
**SUPERSEDES:** 23-01  
**PROGRAM AFFECTED:** MEDICARE IMPROVEMENTS FOR PATIENTS AND PROVIDERS ACT (MIPPA)

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**PURPOSE:**

This Contract Release Memo (CM) provides funding information and specific reporting requirements for your Fiscal Year (FY) 2023-24 MIPPA Contract (MI-2324).

**FUNDING:**

The total MIPPA contract funding amount is \$2,378,230. For funding allocation please refer to the allocation methodology document found in your contract package email. The contract funding will be adjusted as necessary through a contract amendment as actual funding information becomes available upon the federal award from the Administration for Community Living (ACL) for Federal Fiscal Year (FFY) 2024.

**Request for Funds and Expenditure Reports:**

CDA will not process payments for MI-2324 until the AAA's original MIPPA Budget (CDA 229M) and Work Plan (CDA 7001M) are approved, and the contract is fully executed.

Please use the Local Finance Reporting System to request funds and to report monthly expenditures.

**Deadlines:**

Monthly Expenditure Reports are due 30 days after the last day of each month. Expenditure time periods and closeout deadlines are footnoted on the Budget Display within Exhibit B of the contract.

**Contract Language Updates:**

The Contract Summary of Changes (SOC) can no longer be found on CDA's website. The MIPPA SOC's will be included in the email your AAA receives with the contract documents.

**Inquiries:**

For questions, please contact the following:

- Financial - CDA Local Finance Bureau at: [Finance@aging.ca.gov](mailto:Finance@aging.ca.gov)
- Payments – CDA Accounting Management Bureau at: [Accounting.LA@aging.ca.gov](mailto:Accounting.LA@aging.ca.gov)
- Contract - CDA Business Management Bureau at: [BMBsubvention@aging.ca.gov](mailto:BMBsubvention@aging.ca.gov)
- Program – CDA HICAP Team at: [cda.hicapanalysts.group@aging.ca.gov](mailto:cda.hicapanalysts.group@aging.ca.gov)

Thank you,

/s/

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

cc:

Health Insurance Counseling and Advocacy Program Bureau, Division of Home and Community Living

Local Finance Bureau, Financial Management Branch, Division of Administrative Services

Accounting Management Bureau, Financial Management Branch, Division of Administrative Services

Business Management Bureau, Operations Support Branch, Division of Administrative Services