



# AAA Input Meeting: Division for Aging Services New Regs Team

December 18, 2024



# Items to Cover

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- OAA Reauthorization Update – Charlotte
- Tribal Collaboration – Kiersten
- Area Plan Process Improvements – Kiersten
- Contractor Information Forms – John
- Monitoring Guide – Matt
- AAA Grab & Go Mapping; Data Collection Issues – Matt



# OAA Reauthorization Update



# Continuing Resolution (CR)



- Current federal government funding ends Friday (December 20)
- The next CR is expected to go to a vote before the House on Thursday and the Senate on Friday
- The CR funds the government through March 14, 2025
- It includes the Older Americans Act (OAA) Reauthorization

# OAA Reauthorization

## Status

- Reauthorization through FFY2029
- Passed the Senate by voice vote on December 10
- Pending in House, but expected to pass soon (potentially even this week) and as part of the Continuing Resolution

## Funding

- Senate version had increased the authorized appropriation by 4.62% each year starting in FFY2026
- House negotiated to retain the authorization levels at FFY2024
- Regardless of the authorization level, an increase in actual appropriations is not expected
  - There is reason to expect that there could be funding cuts down the road

# OAA Reauthorization



## A Few Selected Changes:

### AAA Right of First Refusal

- Provides for more specific conditions or parameters for new AAA designations

### Nutrition Programs

- Reaffirms regulatory permission for 25% of C1 for Grab & Go and encourages AAAs to consider local nutrition providers

### Disease Prevention & Health Promotion

- Expands scope of allowable activities and creates mechanism for potential inclusion of evidence-informed programs

### Business Acumen and Contracts & Commercial Relationships

- Section 212 (and other related provisions) are updated/revised

### White House Conference on Aging

- Scheduled for 2025 (10 years after the last one)



# Tribal Collaboration



# Title III & VI Coordination



- DARS will need to continue to engage with some AAAs and the OAA-funded tribes for compliance on the Title III-Title VI coordination requirements.
- We anticipate that these items should not require a CAP.
- Examples:

Emergency  
Management

Engagement &  
Information  
Sharing

Outreach &  
Referrals

Culturally  
Appropriate  
Service Delivery



# Specific AAAs Impacted



- At this time, the following AAAs will need to pay particular attention to Title III-VI Coordination requirements and begin work to come into compliance:

The Span  
Center

CVACL

VPAS

Bay  
Aging

- Important Notes:
  - DARS continues to encourage all AAAs to increase engagement and outreach to older Native Americans who live in their PSAs
  - Down the road, other Virginia tribes could also apply to ACL and receive OAA funding, which would then extend these requirements beyond the AAAs listed

# Emergency Management



- **DARS** needs to have an emergency plan that discusses “coordination with AAAs and service providers and **Tribal** and local emergency management” (45 CFR 1321.97(a)(3)).
- **DARS** will also want to note these obligations in our General P&Ps.
- **AAAs** must have emergency plans that include: “AAA shall coordinate with Federal, local, and State emergency response agencies, service providers, relief organizations, local and State governments, and any other entities that have responsibility for disaster relief service delivery, as well as with **Tribal emergency management, as appropriate**” (45 CFR 1321.97(b)(2)).

# Engagement Responsibilities



1. DARS General P&Ps must be developed (45 CFR 1321.53)
2. AAAs General P&Ps must be developed (45 CFR 1321.69)
3. Service Providers for AAAs P&Ps must be developed (45 CFR 1321.95)

DARS & Title VI  
Programs

AAAs & Title VI  
Programs

Service  
Providers & Title  
VI Programs

# DARS & Title VI Programs



## § 1321.53 State agency Title III and Title VI coordination responsibilities.

(a) For States where there are Title VI programs, the State agency's policies and procedures, developed in coordination with the relevant Title VI program director(s), as set forth in [§ 1322.13\(a\)](#), must explain how the State's aging network, including area agencies and service providers, will coordinate with Title VI programs to ensure compliance with sections 306(a)(11)(B) and 307(a)(21)(A) of the Act ([42 U.S.C. 3026\(a\)\(11\)\(B\)](#) and [3027\(a\)\(21\)\(A\)](#)). State agencies may meet these requirements through a Tribal consultation policy that includes Title VI programs.

# DARS & Title VI Programs

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## **(b) The P&P set forth in paragraph (a) must address:**

- (1) How SUA, AAAs & providers, will provide outreach to Tribes regarding eligible services
- (2) Communication opportunities to Title VI programs, (Title III and other funding opportunities, technical assistance on how to apply for Title III and other funding opportunities), meetings, email distribution lists, presentations, and public hearings;
- (3) Methods for collaboration and coordination with AAAs and service providers;
- (4) How Title VI programs may refer for eligible services;
- (5) How services will be provided in a culturally appropriate and trauma-informed manner; and
- (6) Opportunities to serve on advisory councils, workgroups, and boards.

# AAAs & Title VI Programs

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## § 1321.69 Area Agency on Aging Title III and Title VI coordination responsibilities.

(a) For planning and service areas where there are Title VI programs, the area agency's policies and procedures, developed in coordination with the relevant Title VI program director(s), as set forth in [§ 1322.13\(a\)](#), must explain how the area agency's aging network, including service providers, will coordinate with Title VI programs to ensure compliance with section 306(a)(11)(B) of the Act ([42 U.S.C. 3026\(a\)\(11\)\(B\)](#)).

# AAAs & Title VI Programs

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## **(b) The P&P set forth in paragraph (a) must address:**

- 1) How AAAs & providers, will provide outreach to Tribes regarding eligible services
- 2) Communication opportunities to Title VI programs, (Title III and other funding opportunities, technical assistance on how to apply for Title III and other funding opportunities), meetings, email distribution lists, presentations, and public hearings;
- 3) Methods for collaboration and coordination with AAAs and service providers;
- 4) How Title VI programs may refer for eligible services;
- 5) How services will be provided in a culturally appropriate and trauma-informed manner; and
- 6) Opportunities to serve on advisory councils, workgroups, and boards.

# Service Providers & Title VI Programs



## **§ 1321.95 Service provider Title III and Title VI coordination responsibilities.**

(a) For locations served by service providers under Title III of the Act where there are Title VI programs, the area agency on aging's and/or service provider's policies and procedures, developed in coordination with the relevant Title VI program director(s), as set forth in [§ 1322.13\(a\)](#), must explain how the service provider will coordinate with Title VI programs.



# Service Providers & Title VI Programs



## (b) The P&P set forth in paragraph (a) must address:

- 1) How the service provider, will provide outreach to Tribes regarding eligible services
- 2) Communication opportunities to Title VI programs, meetings, email distribution lists, and presentations;
- 3) Methods for collaboration and sharing of program changes;
- 4) How Title VI programs may refer for eligible services;
- 5) How services will be provided in a culturally appropriate and trauma-informed manner; and
- 6) Opportunities to serve on advisory councils, workgroups, and boards.



# Area Plan Continuous Improvements



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**DIVISION FOR AGING SERVICES**

# Area Plan/Budget Background



- FY2024 - FY2027 AAA Area Plans and Budgets were submitted in July 2023
- The Area Plan contracts were issued in February 2024, pending modifications
- Area Plan modifications were completed in July 2024
- FY2025 revisions to the Area Plan and Budget were submitted in July 2024
- FY2025 contract modifications have been issued (October 2024 – September 2025)

# AP/Budget Enhancements

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- Continuous process improvement sessions with the DARS OAA New Regulations Team
- Understand the delays in contract issuance and affiliated timeframe have been a discussion item
- Solution:
  - Separate requirements for the area plan – those items necessary for contract development
    - Area Plan Part I (area plan document) and Area Plan Part II (budget)
  - Delineate those items with timeline flexibility
    - List of Annually Required Documents

# Annually Required Documents



- Due Date: February 1 each year
  - 1. AAA Information Form
  - 2. Governing Board
  - 3. Governing Board Bylaws
  - 4. Advisory Council
  - 5. Advisory Council Bylaws
  - 6. Organizational Chart
  - 7. Staff Listing
  - 8. Continuity of Operations Plan (COOP)
  - 9. All-Hazards Emergency Response Plan
  - 10. Risk Assessments

# Annually Required Docs (cont.)



- Providers' Portal: centrally located on the landing page and in the 'forms' directory
- Each form is numerically labelled 1-10
- Naming convention:
  - i.e., "3. Governing Board Bylaws-PSA XX"
  - i.e., "8. COO Plan-PSA XX"
- Some forms will need to be updated and submitted as changes occur throughout the year
  - AAA Information Form, Governing Board, and Advisory Council

# Instructions and Checklist



## Annually Required Documents

**Instructions:** Please review the checklist below and provide the required documents on or before February 1st each year.

### Checklist:

1. AAA Information Form \*
2. Governing Board \*
3. Governing Board Bylaws
4. Advisory Council \*
5. Advisory Council Bylaws
6. Organizational Chart
7. Staff Listing
8. Continuity of Operations Plan (COOP)
9. All-Hazards Emergency Response Plan
10. Risk Assessments

# 1. AAA Information Form

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- Agency information including executive staff and contact information
- Staff authorized to invoice DARS
- AAA e-mail groups
  - Fiscal Staff
  - Nutrition Coordinators
  - PeerPlace Data Entry Personnel and more



## 2. Governing Board



- Executive Board form now includes a Secretary position
- Added contact information and organizational affiliation

<b>Board Member:</b>	
County or City of Residence:	
Date of Appointment:	Type of Appointment*:
Organizational Affiliation:	
Non-Agency Address:	
Non-Agency Phone:	
Non-Agency E-mail:	

# 4. Advisory Council

General Membership Characteristics	Number
<b>Membership Type (e.g., a., b., c.)</b>	
a. Older individuals, including minority individuals who are participants or who are eligible to participate in Older Americans Act programs, with efforts to include individuals who are in greatest economic need and individuals who are in greatest social need.	
b. Representatives of older individuals	
c. Family caregivers, which may include older relative caregivers	
d. Representatives of health care provider organizations, including providers of veterans' health care (if appropriate)	
e. Representatives of service providers, which may include legal assistance, nutrition, evidence-based disease prevention and health promotion, caregiver, long-term care ombudsman, and other service providers	
f. Persons with leadership experience in the private and voluntary sectors;	
g. Local elected officials	
h. The general public	
i. Representatives from Indian Tribes, Pueblos, or Tribal aging programs (as available)	
j. Older relative caregivers, including kin and grandparent caregivers of children or adults aged 18 to 59 with a disability (as available)	

# Advisory Council (cont.)



**ADVISORY COUNCIL MEMBERSHIP**  
(If a position is unfilled, please list as "VACANT" on the list below.)

	Type*	Member	County or City of Residence	Email Address
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

# Further Changes

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- Removed from Area Plan and included in annually required documents:
  - 6. Organizational Chart
  - 7. Staff Listing
  - 8. COOP
  
- New items added to the annually required documents
  - 9. All-Hazards Emergency Response Plan
  - 10. Risk Assessments

# Emergency Related Documents



- Per 45CFR1321.97, Area Agencies on Aging shall establish a **continuity of operations plan** and an **all-hazards emergency response plan** based on completed **risk assessments for all hazards** and updated annually. The document must include a description of coordination activities for both development and implementation of long-range emergency and disaster preparedness plans and other information as deemed appropriate by the area agency on aging. The area agency on aging shall coordinate with Federal, Local, and State emergency response agencies, service providers, relief organizations, Local and State governments, and any other entities that have responsibility for disaster relief service delivery, as well as with Tribal emergency management, as appropriate.



# Monitoring Guide Update



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# Monitoring Guide

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Monitoring Guide will be broken into component parts:

1. Monitoring Process and Procedure Manual (What to expect)
2. Instruction Manual (How to do it)
3. Assurances - Checklist to be Uploaded - will contain updates from the new ACL Guidance for Developing State Plans on Aging



# Grab & Go







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A close-up photograph of two hands, one from the left and one from the right, with fingers interlaced to form a heart shape. The skin is a light, natural tone. The background is a plain, light color.

**Thank You!**