

NEW YORK STATE OFFICE FOR THE AGING
2 Empire State Plaza, Albany, NY 12223-1251

Andrew M. Cuomo, Governor
An Equal Opportunity Employer

Greg Olsen, Acting Director

PROGRAM INSTRUCTION

Number 13-PI-18

Supersedes

Expiration Date

DATE: August 20, 2013

TO: Area Agency on Aging Directors

SUBJECT: FFY 2013 Title III Transfers, Carryover and Budget Modifications

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ACTION REQUESTED:

Area agencies on aging (AAAs) must review their current FFY 2013 Title III transfers between Title III-B and III-C and within Title III-C to determine if additional transfer requests or adjustments to previously transferred amounts are necessary. Please review the attached schedules that reflect each AAA's approved Title III transfers based on current NYSOFA records. Each AAA must ensure that the revised budgets for all Title III programs reflect the correct base allocations and actual FFY 2012 carryover and that the requirements of 88-PI-17 (Older Americans Act Title III carryover, dated March 24, 1988) have been met. AAAs must submit budget modifications to request any changes to current transfer levels by August 30, 2013. **NYSOFA will not be able to accommodate additional FFY 2013 transfer requests after this date.**

If an AAA has changed its transfers from the amounts shown on the attached schedules in a previous budget modification submission and the changes are not shown, it's most likely that the attached schedule was prepared before your budget modification was received. However, please contact your Fiscal Team to ensure that your budget modification was received and is being processed.

RESPONSE DUE DATE: August 30, 2013

BACKGROUND: AAAs completed their initial FFY 2013 Title III applications based on the tentative allocation schedules transmitted via Jack Lynch's e-mail, dated October 19, 2012. Subsequently, NYSOFA issued Program Instruction 13-PI-15, dated July 30, 2013, which transmitted final Title III allocation schedules for FFY 2013. AAAs were also informed in

that Program Instruction that NYSOFA may receive small supplements (i.e., 1% or less of the current awards) late in the federal fiscal year. At this time, NYSOFA has not been advised of any Title III supplements.

AAAs may request changes in their current approved transfers between Titles III-B and III-C and between Titles III-C-1 and III-C-2. Note that the amount of transfer requests between III-B and III-C cannot exceed 30% of the AAA's Title III-B or Title III-C FFY 2013 base allocation as shown on the attached allocation schedules. Transfers between III-C-1 and III-C-2 should not exceed 40% of the AAA's Title III-C-1 or Title III-C-2 FFY 2013 base allocation. In accordance with federal regulations, transfers cannot be accomplished after the end of the federal fiscal year (i.e., September 30, 2013) and AoA requests the final transfer information be provided to them well in advance of the September 30th date.

Attached are allocation schedules reflecting the amounts of currently approved transfers between III-B and III-C and within III-C. In the past, some AAAs found it necessary to request adjustments to the amount(s) initially transferred. Each AAA must check the schedules to ensure that the transfer amounts listed by NYSOFA are accurate and final.

Each AAA should also review its current expenditures and program income received to date for all Title III programs to determine if other adjustments to currently approved amounts are necessary. If an AAA wishes to request a change in their FFY 2013 transfer(s), needs to finalize carryover or make line item budget changes for any Title III program, it must do so by completing a modification in accordance with the Modification Procedure for Grant Applications transmitted via 05-PI-09, dated June 15, 2005. All Title III transfers must be discretely identified within the federal funds section of the supporting budget schedule of the application and must be justified in the "Programmatic Justification/Explanation" section of the modification request form.

Modifications which result in significant (usually 10% or more) adjustments in units of services, clients or expenditures must also include revised Service Delivery and Resource Allocation Plan pages from the AIP. Modifications that result in changes of 20% or more in units or expenditures for any specific service also require the submission of an Attachment C – Program Design modification for the AAA's Annual Implementation Plan. The revised application and each Budget/Program Modification Request form must be received by our Office through the web-based AIP system no later than August 30, 2013.

The August 30, 2013 deadline for modification requests is necessary to allow sufficient time to review and approve the requests and forward final transfer information to AoA so that a revised Statement of Grant Award can be issued to NYSOFA prior to the end of the federal fiscal year. Federal requirements dictate that all FFY 2013 funding must be obligated by September 30, 2013. Therefore, each AAA must complete a budget modification to increase their Title III programs to the full funding level by the required date (i.e., August 30, 2013) to ensure that no funds are lost. Any increased federal funds which are not requested by the due date will be lost to the AAA and returned to AoA.

If you have any questions regarding the Title III transfers or the budget modifications please contact your Senior Accountant (Trainee)/Grants Management Budget Specialist 2 or Aging Services Representative.

Attachments (3)

PROGRAMS AFFECTED:

Title III-B

Title III-C-1

Title III-C-2

Title III-D

Title III-E

CSE

SNAP

Energy

EISEP

Cash-in-Lieu

Title V

HIICAP

LTCOP

Other:

CONTACT PERSON:

Senior Accountant(Trainee)s/Grants Management Budget Specialist 2
Aging Services Representatives

NEW YORK STATE OFFICE FOR THE AGING
 FINAL TITLE III-B TRANSFER SCHEDULE
 FFY 2013

PI: 13-PI-18
 08/20/13

PLANNING AND SERVICE AREA	FINAL AWARD	From(To) III-C-1	From(To) III-C-2	REVISED AWARD
ALBANY	\$291,402			\$291,402
ALLEGANY	54,784			54,784
BROOME	232,194			232,194
CATTARAUGUS	86,177			86,177
CAYUGA	88,916			88,916
CHAUTAUQUA	165,191	18,609		183,800
CHEMUNG	115,466			115,466
CHENANGO	60,682			60,682
CLINTON	79,012			79,012
COLUMBIA	73,560			73,560
CORTLAND	49,094			49,094
DELAWARE	68,268			68,268
DUTCHESS	237,462	60,000		297,462
ERIE	1,106,465	130,000		1,236,465
ESSEX	48,589			48,589
FRANKLIN	54,993			54,993
FULTON	67,604			67,604
GENESEE	59,208	10,000		69,208
GREENE	60,050			60,050
HERKIMER	85,125			85,125
JEFFERSON	99,241			99,241
LEWIS	48,589			48,589
LIVINGSTON	51,201			51,201
MADISON	64,897			64,897
MONROE	679,938			679,938
MONTGOMERY	69,321			69,321
NASSAU	1,287,394			1,287,394
NIAGARA	240,834			240,834
ONEIDA	278,761			278,761
ONONDAGA	451,114			451,114
ONTARIO	91,866	35,000		126,866
ORANGE	265,485			265,485
ORLEANS	48,589			48,589
OSWEGO	111,673			111,673
OTSEGO	68,268			68,268
PUTNAM	66,582			66,582
RENSSELAER	142,857			142,857
ROCKLAND	248,840			248,840
ST. LAWRENCE	119,679			119,679
SARATOGA	158,659			158,659
SCHENECTADY	161,187			161,187
SCHOHARIE	48,589			48,589
SCHUYLER	48,589			48,589
SENECA	48,589			48,589
STEUBEN	109,565			109,565
SUFFOLK	1,175,511			1,175,511
SULLIVAN	91,657			91,657
TIOGA	48,589			48,589
TOMPKINS	64,054			64,054
ULSTER	178,886		(27,331)	151,555
WARREN/HAMILTON	97,176			97,176
WASHINGTON	62,368			62,368
WAYNE	88,073	10,000		98,073
WESTCHESTER	921,825	141,611	57,150	1,120,586
WYOMING	48,589			48,589
YATES	48,589	17,184	8,883	74,656
NEW YORK CITY	10,296,622			10,296,622
SENECA INDIAN RES	32,314			32,314
ST. REGIS MOHAWK	32,314			32,314
TOTAL	\$21,281,116	\$422,404	\$38,702	\$21,742,222

NEW YORK STATE OFFICE FOR THE AGING
 FINAL TITLE III-C-1 TRANSFER SCHEDULE
 FFY 2013

PI: 13-PI-18
 08/20/13

PLANNING AND SERVICE AREA	FINAL AWARD	From(To) III-C-1	From(To) III-C-2	REVISED AWARD
ALBANY	\$375,654			\$375,654
ALLEGANY	70,622			70,622
BROOME	299,329			299,329
CATTARAUGUS	111,094			111,094
CAYUGA	114,625		(31,905)	82,720
CHAUTAUQUA	212,952	(18,609)	(66,534)	127,809
CHEMUNG	129,020			129,020
CHENANGO	78,227			78,227
CLINTON	101,859			101,859
COLUMBIA	93,837			93,837
CORTLAND	73,676			73,676
DELAWARE	88,006			88,006
DUTCHESS	306,118	(60,000)	(66,000)	180,118
ERIE	1,419,226	(130,000)		1,289,226
ESSEX	61,658			61,658
FRANKLIN	72,575		(29,000)	43,575
FULTON	86,242		(25,000)	61,242
GENESEE	76,326	(10,000)	(5,000)	61,326
GREENE	77,413			77,413
HERKIMER	109,735		(44,000)	65,735
JEFFERSON	127,935		(40,000)	87,935
LEWIS	57,309			57,309
LIVINGSTON	66,004			66,004
MADISON	83,659			83,659
MONROE	876,524			876,524
MONTGOMERY	89,365		(35,729)	53,636
NASSAU	1,659,612			1,659,612
NIAGARA	310,464			310,464
ONEIDA	359,356		(143,677)	215,679
ONONDAGA	581,543			581,543
ONTARIO	118,427	(35,000)		83,427
ORANGE	342,244			342,244
ORLEANS	57,309			57,309
OSWEGO	143,959		(40,000)	103,959
OTSEGO	88,006		(27,500)	60,506
PUTNAM	85,832			85,832
RENSSELAER	184,160			184,160
ROCKLAND	320,786			320,786
ST. LAWRENCE	154,282			154,282
SARATOGA	204,531		(81,775)	122,756
SCHENECTADY	207,791			207,791
SCHOHARIE	57,309		(22,913)	34,396
SCHUYLER	57,309			57,309
SENECA	57,309			57,309
STEUBEN	141,244			141,244
SUFFOLK	1,515,381			1,515,381
SULLIVAN	118,155			118,155
TIOGA	62,473			62,473
TOMPKINS	82,574			82,574
ULSTER	230,607		(102,893)	127,714
WARREN/HAMILTON	117,283		(36,000)	81,283
WASHINGTON	80,400			80,400
WAYNE	113,537	(10,000)	18,000	121,537
WESTCHESTER	1,188,347	(141,611)		1,046,736
WYOMING	57,309		(20,000)	37,309
YATES	57,309	(17,184)		40,125
NEW YORK CITY	13,273,646			13,273,646
SENECA INDIAN RES	57,309			57,309
ST. REGIS MOHAWK	57,309		(13,835)	43,474
TOTAL	\$27,402,102	(\$422,404)	(\$813,761)	\$26,165,937

NEW YORK STATE OFFICE FOR THE AGING
 FINAL TITLE III-C-2 TRANSFER SCHEDULE
 FFY 2013

PI: 13-PI-18
 08/20/13

PLANNING AND SERVICE AREA	FINAL AWARD	From(To) III-C-1	From(To) III-C-2	REVISED AWARD
ALBANY	\$161,631			\$161,631
ALLEGANY	30,386			30,386
BROOME	128,790			128,790
CATTARAUGUS	47,799			47,799
CAYUGA	49,319		31,905	81,224
CHAUTAUQUA	91,626		66,534	158,160
CHEMUNG	55,514			55,514
CHENANGO	33,658			33,658
CLINTON	43,825			43,825
COLUMBIA	39,968			39,968
CORTLAND	28,122			28,122
DELAWARE	37,866			37,866
DUTCHESS	131,711		66,000	197,711
ERIE	610,643			610,643
ESSEX	28,122			28,122
FRANKLIN	30,503		29,000	59,503
FULTON	36,580		25,000	61,580
GENESEE	32,841		5,000	37,841
GREENE	33,308			33,308
HERKIMER	47,216		44,000	91,216
JEFFERSON	55,046		40,000	95,046
LEWIS	28,122			28,122
LIVINGSTON	28,400			28,400
MADISON	35,996			35,996
MONROE	377,138			377,138
MONTGOMERY	38,449		35,729	74,178
NASSAU	714,072			714,072
NIAGARA	133,582			133,582
ONEIDA	154,618		143,677	298,295
ONONDAGA	250,218			250,218
ONTARIO	50,954			50,954
ORANGE	147,256			147,256
ORLEANS	28,122			28,122
OSWEGO	61,940		40,000	101,940
OTSEGO	37,866		27,500	65,366
PUTNAM	36,930			36,930
RENSSELAER	79,238			79,238
ROCKLAND	138,022			138,022
ST. LAWRENCE	66,382			66,382
SARATOGA	88,003		81,775	169,778
SCHENECTADY	89,405			89,405
SCHOHARIE	28,122		22,913	51,035
SCHUYLER	28,122			28,122
SENECA	28,122			28,122
STEUBEN	60,772			60,772
SUFFOLK	652,013			652,013
SULLIVAN	50,838			50,838
TIOGA	28,122			28,122
TOMPKINS	35,529			35,529
ULSTER	99,223	27,331	102,893	229,447
WARREN/HAMILTON	56,244		36,000	92,244
WASHINGTON	34,594			34,594
WAYNE	48,850		(18,000)	30,850
WESTCHESTER	511,303	(57,150)		454,153
WYOMING	28,122		20,000	48,122
YATES	28,122	(8,883)		19,239
NEW YORK CITY	5,711,177			5,711,177
SENECA INDIAN RES	28,122			28,122
ST. REGIS MOHAWK	28,122		13,835	41,957
TOTAL	\$11,824,706	(\$38,702)	\$813,761	\$12,599,765