

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

Andrew M. Cuomo, Governor
An Equal Opportunity Employer

Corinda Crossdale, Director

PROGRAM INSTRUCTION

Number 15-PI-14 REVISED

Supersedes

Expiration Date

DATE: July 31, 2015

TO: Area Agency on Aging Directors

SUBJECT: FFY 2015 Title III Transfers, Carryover and Budget Modifications

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ACTION REQUESTED: Area agencies on aging (AAAs) must review their current FFY 2015 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 which 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 2014 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 7, 2015. **NYSOFA will not be able to accommodate additional FFY 2015 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 7, 2015 – NOTE: this due date is earlier than in prior years, as the Administration for Community Living has set an earlier deadline for transfer requests for FFY 2015. AAAs who cannot complete a budget modification on time must submit an e-mail to their fiscal team with their revised transfer requests and obtain confirmation that their request was received.

BACKGROUND: AAAs completed their initial FFY 2015 Title III applications based on the tentative allocation schedules transmitted via 14-PI-11, dated September 23, 2014. Subsequently, NYSOFA issued Program Instruction 15-PI-13, dated July 30, 2015, which transmitted final Title III allocation schedules for FFY 2015. 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 dollar amount of the transfer requests between III-B and III-C cannot exceed 30% of the AAA's Title III-B or Title III-C FFY 2015 base allocation as shown on the attached allocation schedules. Transfers amounts 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 2015 base allocation. In accordance with federal regulations, transfers cannot be accomplished after the end of the federal fiscal year (i.e., September 30, 2015) and AoA requires the final transfer information be provided to them by August 15, 2015.

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 its FFY 2015 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 7, 2015.

The August 7, 2015 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 2015 funding must be obligated by September 30, 2015. Therefore, each AAA must complete a budget modification to increase its Title III programs to the full funding level by the required date (i.e., August 7, 2015) 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 Administrator 1 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 WIN Energy

EISEP NSIP Title V HIICAP LTCOP

Other:

CONTACT PERSON:

Senior Accountant(Trainee)s/Grants Administrator 1
Aging Services Representatives

New York State Office For The Aging
Final Title III-B Budgeted Transfer Schedule
FFY 2015

PI: 15-PI-14 REVISED
Date: July 31,2015

Planning and Service Area	Final Award	From (To) III-C1	From (To) III-C2	Revised Award
Albany	\$281,793			\$281,793
Allegany	52,976			52,976
Broome	224,539			224,539
Cattaraugus	83,336			83,336
Cayuga	85,985			85,985
Chautauqua	159,745	29,324		189,069
Chemung	110,992			110,992
Chenango	58,681			58,681
Clinton	76,409			76,409
Columbia	70,709			70,709
Cortland	47,475			47,475
Delaware	66,017			66,017
Dutchess	229,632	60,000		289,632
Erie	1,064,623	111,595		1,176,218
Essex	46,706			46,706
Franklin	53,181			53,181
Fulton	64,983			64,983
Genesee	57,256	10,000		67,256
Greene	58,070			58,070
Herkimer	82,318			82,318
Jefferson	95,969			95,969
Lewis	46,706			46,706
Livingston	49,513			49,513
Madison	62,757			62,757
Monroe	657,520			657,520
Montgomery	67,036			67,036
Nassau	1,244,947			1,244,947
Niagara	232,893			232,893
Oneida	269,568			269,568
Onondaga	436,241			436,241
Ontario	88,838	35,000		123,838
Orange	256,732			256,732
Orleans	46,706			46,706
Oswego	107,991			107,991
Otsego	66,017			66,017
Putnam	64,387			64,387
Rensselaer	138,147			138,147
Rockland	240,635			240,635
St. Lawrence	115,733			115,733
Saratoga	153,427			153,427
Schenectady	155,872			155,872
Schoharie	46,706			46,706
Schuyler	46,706			46,706
Seneca	46,706			46,706
Steuben	105,953			105,953
Suffolk	1,136,753		(68,155)	1,068,598
Sullivan	88,634			88,634
Tioga	46,864			46,864
Tompkins	61,942			61,942
Ulster	172,988		(23,944)	149,044
Warren/Hamilton	93,411			93,411
Washington	60,311			60,311
Wayne	85,169			85,169
Westchester	891,432	101,196	43,370	1,035,998
Wyoming	46,706			46,706
Yates	46,706			46,706
New York City	9,957,134			9,957,134
Seneca Indian Res	31,061			31,061
St. Regis Mohawk	31,061			31,061
Total	\$20,569,304	\$347,115	(\$48,729)	\$20,867,690

**New York State Office For The Aging
Final Title III-C1 Budgeted Transfer Schedule
FFY 2015**

PI: 15-PI-14 REVISED
Date: July 31, 2015

Planning and Service Area	Final Award	From (To) III-B	From (To) III-C2	Revised Award
Albany	\$375,684			\$375,684
Allegany	70,628			70,628
Broome	299,352			299,352
Cattaraugus	111,102			111,102
Cayuga	114,634		(53,760)	60,874
Chautauqua	212,969	(29,324)	(83,060)	100,585
Chemung	129,030			129,030
Chenango	78,234			78,234
Clinton	101,867			101,867
Columbia	92,903			92,903
Cortland	72,419			72,419
Delaware	88,013			88,013
Dutchess	306,144	(60,000)	(66,000)	180,144
Erie	1,419,339	(111,595)	(150,871)	1,156,873
Essex	61,663			61,663
Franklin	71,337		(28,000)	43,337
Fulton	85,024		(25,000)	60,024
Genesee	76,332	(10,000)	(10,000)	56,332
Greene	77,419			77,419
Herkimer	109,744		(44,000)	65,744
Jefferson	127,944		(50,000)	77,944
Lewis	56,333			56,333
Livingston	66,009			66,009
Madison	83,666			83,666
Monroe	876,594			876,594
Montgomery	89,371		(26,812)	62,559
Nassau	1,659,744			1,659,744
Niagara	310,489			310,489
Oneida	359,385		(114,979)	244,406
Onondaga	581,589			581,589
Ontario	118,436	(35,000)		83,436
Orange	342,271			342,271
Orleans	56,333			56,333
Oswego	143,971		(40,000)	103,971
Otsego	88,013		(28,000)	60,013
Putnam	85,839			85,839
Rensselaer	184,175			184,175
Rockland	320,812			320,812
St. Lawrence	154,294			154,294
Saratoga	204,548		(81,822)	122,726
Schenectady	207,808			207,808
Schoharie	56,333		(22,534)	33,799
Schuyler	56,333			56,333
Seneca	56,333			56,333
Steuben	141,255			141,255
Suffolk	1,515,501		(12,731)	1,502,770
Sullivan	118,164			118,164
Tioga	62,479		(20,000)	42,479
Tompkins	82,580			82,580
Ulster	230,625		(56,499)	174,126
Warren/Hamilton	115,283		(36,000)	79,283
Washington	80,406			80,406
Wayne	113,547			113,547
Westchester	1,188,441	(101,196)		1,087,245
Wyoming	56,333		(20,000)	36,333
Yates	56,333			56,333
New York City	13,274,686			13,274,686
Seneca Indian Res	56,333			56,333
St. Regis Mohawk	56,333			56,333
Total	\$27,388,759	(\$347,115)	(\$970,068)	\$26,071,576

**New York State Office For The Aging
Final Title III-C-2 Budgeted Transfer Schedule
FFY 2015**

PI: 15-PI-14 REVISED
Date: July 31, 2015

Planning and Service Area	Final Award	From (To) III-B	From (To) III-C1	Revised Award
Albany	\$168,034			\$168,034
Allegany	31,590			31,590
Broome	133,893			133,893
Cattaraugus	49,694			49,694
Cayuga	51,273		53,760	105,033
Chautauqua	95,257		83,060	178,317
Chemung	57,712			57,712
Chenango	34,992			34,992
Clinton	45,563			45,563
Columbia	41,553			41,553
Cortland	28,668			28,668
Delaware	39,366			39,366
Dutchess	136,931		66,000	202,931
Erie	634,837		150,871	785,708
Essex	28,668			28,668
Franklin	31,712		28,000	59,712
Fulton	38,030		25,000	63,030
Genesee	34,142		10,000	44,142
Greene	34,627			34,627
Herkimer	49,086		44,000	93,086
Jefferson	57,227		50,000	107,227
Lewis	28,668			28,668
Livingston	29,524			29,524
Madison	37,422			37,422
Monroe	392,081			392,081
Montgomery	39,974		26,812	66,786
Nassau	742,365			742,365
Niagara	138,875			138,875
Oneida	160,744		114,979	275,723
Onondaga	260,132			260,132
Ontario	52,974			52,974
Orange	153,090			153,090
Orleans	28,668			28,668
Oswego	64,395		40,000	104,395
Otsego	39,366		28,000	67,366
Putnam	38,394			38,394
Rensselaer	82,377			82,377
Rockland	143,492			143,492
St. Lawrence	69,012			69,012
Saratoga	91,489		81,822	173,311
Schenectady	92,947			92,947
Schoharie	28,668		22,534	51,202
Schuyler	28,668			28,668
Seneca	28,668			28,668
Steuben	63,180			63,180
Suffolk	677,849	68,155	12,731	758,735
Sullivan	52,853			52,853
Tioga	28,668		20,000	48,668
Tompkins	36,936			36,936
Ulster	103,154	23,944	56,499	183,597
Warren/Hamilton	57,335		36,000	93,335
Washington	35,964			35,964
Wayne	50,787			50,787
Westchester	531,563	(43,370)		488,193
Wyoming	28,668		20,000	48,668
Yates	28,668			28,668
New York City	5,937,461			5,937,461
Seneca Indian Res	28,668			28,668
St. Regis Mohawk	28,668			28,668
Total	\$12,285,270	\$48,729	\$970,068	\$13,304,067