

## Program Instructions

**AOA-PI-97-06, September 2, 1997**

**TO: STATES ADMINISTERING PLANS UNDER TITLE III OF THE OLDER AMERICANS ACT OF 1965, AS AMENDED**

**SUBJECT: Procedures for Issuing Title III Formula Grant Amendments for Transfer of Funds**

### LEGAL AND RELATED

**REFERENCES: Older Americans Act, as Amended - Sections 308(b)(4)(A), 308(b)(4)(B), 308(b)(5)(A), 308(b)(5)(B)(i) and (ii), 308(b)(5)(C)**

The purpose of this program instruction is to reiterate procedures for transferring of funds within the Title III allotments and the Administration on Aging's (AoA) issuing of grant award amendments for the same.

The Older Americans Act provides authority for states to make various transfers of funds among allotments for Supportive Services and Senior Centers (III-B), Congregate Meals (III-C1), and Home-Delivered Meals (III-C2). There is, however, no authority for states to transfer funds in or out of the allotments for In-Home Services for Frail Individuals, Disease Prevention, Ombudsman Program or the Elder Abuse Program.

States can make transfers, whenever necessary, throughout the fiscal year among the III-B, III-C1 and III-C2 allotments. In order to keep the workload of transfers at a minimum, a policy was established for states to notify AoA only once a year for:

- (1) transfers of up to 30 percent between III-C1 and III-C2, as provided in Section 308(b)(4)(A); and
- (2) transfers of up to 20 percent between III-B, and III-C, as provided in Section 308(b)(5)(A).

Although these transfers may be made whenever necessary, they should be reflected on Item 10.o, column 3 (Total Cumulative Federal Funds Authorized) of the Financial Status Report (SF-269) on the semiannual reports. The cumulative transfer of funds among allotments, however, will not be reflected on a revised grant award until after the reallocation (if there is one).

Transfers within III-C which exceed 30 percent [Section 308(b)(4)(B) allows up to an additional 10 percent this fiscal year] of the state's separate allotment for III-C1 or III-C2, and transfers between III-B and III-C which exceed 20 percent [Section 308(b)(5)(B)(ii) allows up to an additional eight percent this fiscal year] of the state's separate allotment for III-B or III-C, require AoA's prior approval and should be reflected on the SF-269 after approval. If the state agency is proposing to transfer funds requiring approval for this fiscal year, a request must be received on or before September 19, 1997. State agencies will be notified by letter of AoA's approval or disapproval to

transfer funds. All transfers for this fiscal year must be made before September 30, 1997. Any transfers reflected on the SF-269 after the close of the fiscal year must be supported by documentation which indicates that the transfers were approved or made prior to the close of the fiscal year.

**DUE DATE:** September 19, 1997, for submission to Regional Administrators on Aging, DHHS regional offices.

**INQUIRIES:** Inquiries should be addressed to Regional Administrators on Aging, DHHS regional offices.

William F. Benson  
Acting Principal Deputy Assistant  
Secretary for Aging

**Attachment**

**DATE:**

**TO: Regional Administrators on Aging, Regions I - X**

**THROUGH: Edwin Walker, Director, Office of Program Operations and Development**

**FROM: Margaret A. Tolson, Director, Grants Management Division**

**SUBJECT: FY 1996 Transfers Between Part B and C Allotments**

**(GMD) 97-01**

This analysis of the FY'96 Title III transfers between Part B and Part C allotments is based on 54 States not including 5 jurisdiction, (American Samoa, Virgin Islands, Guam, Northern Mariana and Palau). In FY'96 Title III allotments totaled \$291,125,000 for supportive services, \$364,460,000 for congregate meals and \$105,339,000 for home-delivered meals. Further it should be noted that the District of Columbia, Georgia, Oklahoma, Nebraska, New Mexico, South Dakota and the Territorial Jurisdictions had no transfers between allotments during FY'96.

The following table reflects the change in the FY 1996 Title III Parts B and C allotments after transfers:

<b>Title III Program</b>	<b>Allotment Before Transfers</b>	<b>Net Transfers</b>	<b>Percent Change</b>	<b>Final Allotment Transfers</b>
<b>Title III-B Supportive Services</b>	\$291,125,000	+23,443,491	+8.0	\$314,168,491

<b>Title III-C-1 Congregate Meals</b>	364,460,000	-61,791,869	-16.9	302,668,131
<b>Title III-C-2 Home-Del. Meals</b>	105,339,000	+39,279,489	+37.7	144,087,378
<b>TOTAL</b>	\$760,924,000			\$760,924,000

Also listed by allotments are the proportions of funds, based on the total Title III appropriation, before and after transfers:

<b>Title III Program</b>	<b>Before Transfers</b>	<b>After Transfers</b>
<b>Title III-B</b>	38.2%	41.2%
<b>Title III-C-1</b>	47.8%	39.7%
<b>Title III-C-2</b>	13.8%	19.9%

### **Part B and Part C Transfers**

Section 308 of the Older Americans Act provides States with the option to transfer not more than 20 percent between Part B and Part C and to transfer up to 30 percent between their allotments for congregated and home delivered nutrition services.

### **SUPPORTIVE SERVICES (B) ALLOTMENT \$291,125,000**

Thirty-Eight States transferred a total of \$22,512,450 into Part B, Supportive Services from Part C1, Congregate Meals allotment. Five States transferred a total of \$956,435 from Part B to Part C2. Five States transferred \$1,487,476 from C2 to Part B. After all transfers, \$314,168,491 is the final allotment for Part B, Supportive Services.

### **CONGREGATE MEALS (C-1) ALLOTMENT \$364,460,000**

A total of \$61,791,869 was transferred out of C-1 allotment. Of this total thirty eight states transferred \$22,512,450 to Supportive Services, Part B, and forty states transferred \$39,279,419 to Home Delivered Meals (C-2). After all transfers, \$302,668,131 is the final allotment for Part C-1, Congregate Meals.

### **HOME DELIVERED MEALS (C-2) ALLOTMENT \$105,339,000**

A total of \$41,421,315 was transferred into Home-Delivered Meals. Of this total five states transferred \$956,435 from Part B, Supportive Services and forty states transferred \$39,279,419 from Congregate Meals (C-1). Five states transferred \$1,487,476 from Home Delivered Meals C-2 to Supportive Services, Part B. As a result, \$144,087,378 is the final allotment for Part C-2, Home Delivered Meals after all transfers. This analysis indicates that the changes in total allotment in FY'96 are consistent with the trend over the past fourteen years.

During the past decade, the Supportive Services and the Home-Delivered Meals allotments have increased while the Congregate Meals allotment decreased. A table of the Title III Allotments for FY'96 (before and after transfers) is attached for your convenience and use. If you have any questions, please feel free to contact me on (202) 401-0838.

Attachment