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DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the Assistant Secretary
Administration on Aging

Washington, DC 20201

PROGRAM INSTRUCTION

AOA-PI-06-04

TO: STATE AGENCIES ON AGING ADMINISTERING PLANS UNDER
TITLE III AND TITLE VII OF THE OLDER AMERICANS
ACT (OAA) OF 1965, AS AMENDED.

SUBJECT: Reallotment Procedure for the Federal Fiscal
Year 2006 OAA Title III and Title VII
Formula Grant Funds

LEGAL AND
RELATED

REFERENCES: Section 304(b) and Section 703(b) of the
Older Americans Act of 1965, As Amended

The purpose of this Program Instruction is to notify State agencies on aging that, by September 22, 2006, they must provide to the Administration on Aging (AoA):

- 1) the amount, if any, of Federal Fiscal Year (FY) 2006 Title III and/or Title VII funds the State will not use by September 30, 2006, and will be releasing for reallotment; and,
- 2) the request for additional Title III and/or Title VII funds, if any, which could be obligated by the State agency by the end of Federal FY 2006, i.e., September 30, 2006.

Deadline for Obligation of Funds

We would like to remind you that FY 2006 funds must be obligated by a State during the Federal fiscal year for which they were appropriated; i.e., funds may not be obligated after September 30, 2006. In addition, we would like you to inform area agencies on aging and the service providers of their responsibility to liquidate obligated funds within two fiscal years after the fiscal year for which these funds were awarded, i.e., this provides a total of three fiscal years (including the

year awarded) for liquidation of Federal funds appropriated during a given fiscal year.

Realloted Funds

Realloted funds are available for obligation by State agencies during the fiscal year following the fiscal year for which funds were appropriated. In other words, if a State receives reallotted FY 2006 funds, it must obligate those funds not later than September 30, 2007.

Release of Unused Funds

State agencies not intending to use the full amount of their Title III or Title VII allotments must submit a statement signed by the authorized State agency official releasing Title III and/or Title VII funds for reallotment. This statement must identify from which part of Title III (B, C1, C2, D or E) or Title VII (Ombudsman or Elder Abuse) the funds are being released. If a State releases funds for reallotment, AoA will issue a revised Grant Award reflecting the decrease.

Request for Funds

If additional funds can be utilized, State agencies should submit a brief statement justifying the need for additional funds signed by the appropriate State agency official. The statement must identify the Parts of Title III and/or VII for which funds are being requested.

States must submit an original and one copy of their requests to their AoA Regional Administrator by September 22, 2006. States are reminded that realloted funds are one-time awards and that there is no assurance that the State will receive additional realloted funds in future years. Also, realloted funds do not affect a State's allocation of funds in future years.

DUE DATE: September 22, 2006, for submission to
Regional Administrators on Aging, DHHS
Regional Offices

INQUIRIES: Inquiries should be addressed to
Regional Administrators on Aging, DHHS
Regional Offices

Josefina G. Carbonell
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