

# 2016 ANNUAL IMPLEMENTATION PLAN REGION 3-A AREA AGENCY ON AGING



Areas Served  
Kalamazoo County

**Kalamazoo County Health & Community Services Department**  
3299 Gull Road, P.O. Box 42  
Nazareth, MI 49074-0042  
269-373-5147  
269-373-5173 (Info line)  
269-373-5109 (Fax)  
Judy Sivak, Director  
[www.kalcounty.com/aaa](http://www.kalcounty.com/aaa)

Field Representative Steve Betterly, 517-373-4089  
[betterlys@michigan.gov](mailto:betterlys@michigan.gov)



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## Table of Contents

County/Local Unit of Government Review .....	1
Plan Highlights .....	2
Public Hearings .....	4
Scope of Services .....	5
Planned Service Array .....	6
Planned Service Array Narrative .....	7
Targeting .....	8
Regional Service Definitions .....	9
Access Services .....	10
Direct Service Request .....	12
Program Development Objectives .....	17
Advocacy Strategy .....	20
Leveraged Partnerships .....	21
Community Focal Points .....	23
Other Grants and Initiatives .....	25
Budget and Other Documents	
Budget .....	26
Organizational Chart .....	38
Evidence-Based Programs .....	39
Appendices	
Appendix A: Board of Directors .....	40
Appendix B: Advisory Board .....	41
Appendix D: Agreement .....	42
Appendix F: Request to Transfer Funds .....	43
Signatures .....	44
Assurances and Certifications .....	45
List of Acronyms .....	49



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## County/Local Unit of Govt. Review

### AAA Response:

The County Board of Commissioners approved the plan at their June 16, 2015 meeting. The plan was sent via U.S. Mail with signature confirmation to the 24 municipalities in Kalamazoo County, informing them that the final draft was on the AAAIIIA website for their review and comment. We also informed them that a hard copy of the plan would be mailed if requested and that AAAIIIA staff was available if they wanted a formal presentation. Instructions in the letter also noted whom to contact with questions and how approval or disapproval of the plan could be provided. No comments or questions were submitted to the AAAIIIA from the municipalities.



## Plan Highlights

**1. A brief history of the area agency and respective PSA that provides a context for the AIP. It is appropriate to include the area agency's vision and/or mission statements in this section.**

The Kalamazoo County Health & Community Services Department has been the home for the Region IIIA Area Agency on Aging since 1996 and is one of the 16 Area Agencies on Aging in the State. We are also known as "Kalamazoo County Older Adult Services." Since we are in a department that includes such programs as Veterans Affairs, Community Action Agency, Dental Clinic, Immunizations, Emergency Preparedness, Environmental and Public Health, we coordinate well with much of what is happening in our community. The mission of AAA's is written in the Older Americans Act and is as follows: "The area agency on aging shall be the leader relative to all aging issues on behalf of all older persons in the planning and service area, assuring that there is a comprehensive, coordinated community based system of services to assist older persons in leading independent, meaningful, and dignified lives in their own homes and communities for as long as possible, giving priority to those with greatest economic and social need." This plan represents the 3rd year of an extensive three-year plan covering 2014-2016, laying the groundwork for services and initiatives to meet the needs of a growing older adult population.

**2. A summary of services to be provided under the plan which includes identification of the five service categories receiving the most funds and the five service categories with the greatest number of anticipated participants.**

The services receiving funding include Care Management, Case Coordination & Support, Congregate Meals, Caregiver Counseling, Dementia Adult Day Care, Disease Prevention Health Promotion, Creating Confident Caregivers, Gap-Filling, Homemaking, Home Delivered Meals, Home Injury Control, Information & Assistance, Caregiver Education, Support, Training; Legal Assistance, Long-Term Care Ombudsman, Nutrition Education, Personal Care, Personal Emergency Response System, Programs for the Prevention of Elder Abuse, Respite Care, Senior Center Staffing/Operations, Transportation.

The five services that are scheduled to receive the most funds are Home Delivered Meals, Congregate Meals, Care Management, Homemaking, and Disease Prevention Health Promotion. The five service categories that we anticipate having the greatest number of participants include Congregate Meals, Home Delivered Meals, Information & Assistance, Legal Services, and Disease Prevention Health Promotion.

**3. Highlights of planned program development objectives.**

The program development objectives for FY 2016 will continue several of the projects that were started in FY 2014 including: determine the feasibility for Medicare reimbursement for Diabetes PATH classes; continued facilitation of the Elder Abuse Prevention Coalition and its projects, such as determine appropriate shelters for elder abuse victims, develop a multidisciplinary team to work on difficult cases, and offer training on identifying, reporting, and preventing elder abuse and scams; continue to coordinate training and program development opportunities with the Kalamzoo Gay and Lesbian Resource Center (KGLRC); and provide leadership and work toward a designation of Communities for a Lifetime for one local community in the PSA.

**4. A description of planned special projects and partnerships.**

We are working on a special project with the MI Health Endowment Fund and the other AAA's in the state to increase the number of classes, lay leaders, and participants in our Matter of Balance and Diabetes PATH (Personal Action Towards Health) programs. This fits well with our partnership with the United Way of the Greater Battle Creek & Kalamazoo Region to focus on all the PATH programs and Matter of Balance, assuring



## Region 3-A Area Agency on Aging

FY 2016

that classes are held in all parts of our service area. As a related project, the new Medical School at Western MI University has a requirement for students to be involved in the community and we have had 3 students who are working with our Healthy Living Programs Coordinator and Master Trainer for Diabetes-PATH on a special project, in conjunction with the local Family Health Center.

We are in the pilot area for Michigan's Integrated Care project (MI Health Link) and continue to work with Region 3B, Region 3C, and Region IV Area Agencies on Aging on implementation. The Long-Term Care Ombudsman and Medicare Medicaid Assistance Program (MMAP) are assisting consumers with questions about the pilot. We also work closely with our local PACE and Medicaid Home & Community Based Waiver programs in helping consumers understand their potential eligibility for the programs and what they can offer.

The Kalamazoo County Elder Abuse Prevention Coalition continues to be facilitated by the AAAlIA Director and will be involved in community trainings and development of multi-disciplinary teams in FY 2016. There is also a new Hoarding Task Force that the AAAlIA is represented on.

We continue organizing the largest Senior Expo in the State of Michigan with both area hospitals and a local newspaper as major partners and are an integral part of the team that supports Professionals Focused on Aging monthly meetings. We have a leadership role in planning quarterly meetings for the VA/Community Partnership network and work closely with our County Veterans Service Office, which is housed in our building. We also represent the aging population on the Recovery Oriented System of Care coalition to better serve individuals with substance use disorders. Additionally, we are involved with Friends of Transit that meets monthly. This group advocates for a more responsive transit system that is representative of all needs in the community.

We continue to co-facilitate the Aging & Disability Resource Consortium of Kalamazoo County with the CEO of Disability Network Southwest Michigan. We also have a strong partnership with the Gay Lesbian Resource Center, jointly providing training to health care workers as well as a commitment to making sure LGBT elders are aware of services in the community through updating the resource guide and participating in events.

### **5. A description of specific management initiatives the area agency plans to undertake to achieve increased efficiency in service delivery, including any relevant certifications or accreditations the area agency has received or is pursuing.**

The new management initiative that the AAAlIA has undertaken is to offer purchase of service providers the option to communicate via "Vendor View." This software not only saves providers time in reporting but also saves time for us regarding billing.

### **6. A description of how the area agency's strategy for developing non-formula resources, including utilization of volunteers, will support implementation of the AIP.**

We have a special project made possible by the County Board of Commissioners recognizing the waiting lists we have had for the Choices for Independence Programs since 2006. They allocated additional county funding to start taking people off the waiting list and offering services using a required cost share. The intention is to replace county general funding with a senior millage in years ahead.

We continue to provide internship opportunities for social workers and nurses from Western MI University and also educate family and pediatric medical residents who visit with homebound clients. For the past 4 summers we have had interns from Kalamazoo College who have provided assistance in moving projects forward, including the LGBT and elder abuse initiatives.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## Public Hearings

Date	Location	Time	Is Barrier Free	No of Attendees
05/13/2015	Health and Community Service	03:30 PM	Yes	4

### Narrative:

The public hearing announcement was published in The Kalamazoo Gazette and MLive 30 days prior to the date (April 12th, 2015). Emails were sent to all providers in the area announcing the availability of the draft plan and the time and place of the public hearing. The draft plan was on the AAAIIIA's website. Facebook posts were also used to announce the public hearing as well as notify that the draft plan was available for review. One public hearing was conducted by the Older Adult Services Advisory Council with 8 council members and 4 members of the public in attendance. The AAAIIIA director reviewed each page of the plan. During this time, there was no public testimony and no email or mailed comments about the Draft AIP for FY2016.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## Scope of Services

**1. Describe changes from the approved FY 2014-2016 MYP, if any, to the AAAs priorities for addressing identified unmet needs within the PSA for FY 2016.**

No change

**2. When a customer desires services not funded under the AIP/MYP or available where they live, describe the options the area agency offers.**

No Change



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## Planned Service Array

	Access	In-Home	Community
<b>Provided by Area Agency</b>	<ul style="list-style-type: none"> <li>• Care Management</li> <li>• Case Coordination and Support</li> <li>• Information and Assistance</li> </ul>		<ul style="list-style-type: none"> <li>• Disease Prevention/Health Promotion</li> <li>• Long-term Care</li> <li>• Ombudsman/Advocacy</li> <li>• Programs for Prevention of Elder Abuse, Neglect, and Exploitation</li> <li>• Creating Confident Caregivers</li> </ul>
<b>Contracted by Area Agency</b>	<ul style="list-style-type: none"> <li>• Transportation *</li> </ul>	<ul style="list-style-type: none"> <li>• Home Injury Control</li> <li>• Homemaking</li> <li>• Home Delivered Meals</li> <li>• Medication Management</li> <li>• Personal Care</li> <li>• Assistive Devices &amp; Technologies</li> <li>• Respite Care</li> </ul>	<ul style="list-style-type: none"> <li>• Adult Day Services</li> <li>• Dementia Adult Day Care</li> <li>• Congregate Meals</li> <li>• Nutrition Education</li> <li>• Legal Assistance</li> <li>• Senior Center Operations</li> <li>• Senior Center Staffing</li> <li>• Counseling Services</li> <li>• Caregiver Education, Support and Training</li> </ul>
<b>Participant Private Pay</b>			<ul style="list-style-type: none"> <li>• Home Repair</li> </ul>
<b>Funded by Other Sources</b>	<ul style="list-style-type: none"> <li>• Disaster Advocacy and Outreach Program</li> <li>• Transportation</li> </ul>	<ul style="list-style-type: none"> <li>• Chore</li> <li>• Home Health Aide</li> <li>• Friendly Reassurance</li> </ul>	<ul style="list-style-type: none"> <li>• Nutrition Counseling</li> <li>• Health Screening</li> <li>• Assistance to the Hearing Impaired and Deaf</li> <li>• Home Repair *</li> <li>• Vision Services</li> </ul>

\* Not PSA-wide



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## Planned Service Array Narrative

The services chosen to be funded are primarily the services that provide access and assistance to help keep older adults as independent as possible in their home and community. It is obvious that we cannot fund every service that a person needs due to lack of funding, nor should we, especially if it's available through other resources. We are lucky in our community to have other resources filling the gaps, such as the Bureau of Services for Blind Persons; Constance Brown (for hearing services); hospitals that provide regular health screenings and nutrition counseling; the Department of Health and Human Services that provides chore services; volunteer programs that provide friendly reassurance and transportation; and the Red Cross that provides disaster advocacy services, not to mention our own public health department's role in disaster advocacy. Additionally, home repair is provided through a community development block grant, available in certain communities and is not PSA wide.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## Targeting

**1. Describe changes for FY 2016, if any, to the area agency's targeting strategy for the MYP cycle, including planned outreach efforts with underserved populations. If none, mark NA in the provided dialog box.**

NA

**2. If there are changes to the area agency's targeting strategy, indicate in the second dialog box how specific goals or targets will be addressed in FY 2016**

NA



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## Regional Service Definitions

Service Category	Fund Source	Unit of Service
<input type="checkbox"/> Access <input checked="" type="checkbox"/> In-Home <input type="checkbox"/> Community	<input checked="" type="checkbox"/> Title III PartB <input type="checkbox"/> Title III PartD <input type="checkbox"/> Title III PartE <input type="checkbox"/> Title VII <input type="checkbox"/> State Alternative Care <input type="checkbox"/> State Access <input type="checkbox"/> State In-home <input type="checkbox"/> State Respite <input type="checkbox"/> Other _____	variable
<b>Service Name/Definition</b> Gap Filling		
<b>Minimum Standards</b> Previously Approved		
<b>Rationale (explain why activities cannot be funded under an existing service definition)</b> There are no existing service definitions that fit.		



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## Access Services

### Care Management

<u>Starting Date</u>	10/01/2015	<u>Ending Date</u>	09/30/2016
Total of Federal Dollars	\$166,040.00	Total of State Dollars	\$447,858.00

Geographic area to be served  
Kalamazoo County

### Specify the planned goals and activities that will be undertaken to provide the service.

Goal: Provide Management Services in accordance with the Aging and Adult Services Agency (AASA) standards to qualified frail elders.

1. Internal peer reviews are completed quarterly on 10% of the cases.
2. External peer reviews are completed once during the year on 10% of the cases.
3. Survey clients and caregivers annually to determine level of satisfaction with the program and contracted providers.
4. Participate regularly in meetings and events that result in referrals to the program.

Number of client pre-screenings:	Current Year:	180	Planned Next Year:	180
Number of initial client assessments:	Current Year:	55	Planned Next Year:	55
Number of initial client care plans:	Current Year:	50	Planned Next Year:	50
Total number of clients (carry over plus new):	Current Year:	200	Planned Next Year:	200
Staff to client ratio (Active and maintenance per Full time care	Current Year:	1:45	Planned Next Year:	1:45

### Case Coordination and Support

<u>Starting Date</u>	10/01/2015	<u>Ending Date</u>	09/30/2016
Total of Federal Dollars	\$3,237.00	Total of State Dollars	\$11,900.00

Geographic area to be served  
Kalamazoo County

### Specify the planned goals and activities that will be undertaken to provide the service.

1. Survey clients and caregivers annually for level of satisfaction with care management and purchased service providers.
2. External peer reviews completed annually on 10% of the cases.
3. Internal peer reviews completed quarterly on 10% of the cases.
4. Participate in regular meetings and events that result in referrals to the program.

### Information and Assistance

<u>Starting Date</u>	10/01/2015	<u>Ending Date</u>	09/30/2016
Total of Federal Dollars	\$51,159.00	Total of State Dollars	\$0.00

Geographic area to be served



## Region 3-A Area Agency on Aging

FY 2016

Kalamazoo County

### **Specify the planned goals and activities that will be undertaken to provide the service.**

Goal 1: Having transitioned from the ESP database to Harmony Information Systems, Inc. during FY 2015, maintain confidential and accurate client records and current resource database listings.

Activities:

1. Continue Harmony database adjustments & improvements to personalize the system to best serve our staff and client needs.
2. Review and update database resource listings on an annual basis.

Goal 2: Coordinate I&A services with the Aging & Disability Resource Consortium of Kalamazoo County (ADRC-KC)

Activities:

1. Maintain the I&A service to meet Aging and Adult Services Agency (AASA) and ADRC standards.
2. Initiate contacts with ADRC partners to make referrals and share information.

Goal 3: Increase the awareness of the I&A service by marketing to referral sources, older adults and caregivers.

Activities:

1. Participate in at least 10 community events per year, such as senior expos and health fairs.
2. Write articles for local publications.
3. Network with referral sources at community and professional meetings.

Goal 4: Assure quality in service provision through client satisfaction with the service.

Activities:

1. Randomly survey 10% of I&A callers as to their satisfaction with the service.
2. Follow up with callers surveyed who have unresolved issues or additional needs within 3 working days.



Region 3-A Area Agency on Aging

FY 2016

## Direct Service Request

### Disease Prevention/Health Promotion

Total of Federal Dollars     \$9,547.00

Total of State Dollars

Geographic Area Served     Kalamazoo County

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each services category.**

Goal 1: Increase the number of Matter of Balance (MOB) and Personal Action Toward Health (PATH) Lay Leaders within Kalamazoo County who are trained and retrained.

Activities:

1. Meet with community partners who will recruit and refer leaders from their networks.
2. Encourage lay leaders to recruit and refer potential leaders from their community contracts and relationships.
3. Conduct 2 lay leader trainings for MOB.
4. Conduct 1 each of lay leader trainings for PATH and Diabetes PATH.
5. Conduct quarterly meetings for lay leaders to enhance fidelity and reinforce concepts of Healthy Living to increase retention.

Goal 2: Increase the number of workshop sites to reach target population of seniors - low income, minority and rural residents of the County.

Activities:

1. Meet with community partners to present the benefits of workshops and evidence based outcomes pertinent to their service recipients.
2. Provide stipends to community sites that provide program marketing, registration, reminder of start date and healthy snacks during each session.

Goal 3: Develop referral system for health care providers

Activities:

1. Distribute physician packet for marketing Healthy Living programs to physician offices.
2. Market Healthy Living programs to health care providers and develop the process of referrals.



**Region 3-A Area Agency on Aging**

**FY 2016**

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency’s administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area**

N/A - This Direct Service Previously Approved in our FY15 AIP.

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency’s efforts to secure services from an available provider of such services; or a description of the area agency’s efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

N/A - This Direct Service Previously Approved in our FY15 AIP.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

No specific discussion on Disease Prevention/Health Promotion direct service program occurred at the public hearing on May 13, 2015.

**Long Term Care Ombudsman**

Total of Federal Dollars      \$5,135.00                      Total of State Dollars      \$30,216.00

Geographic Area Served      Kalamazoo County

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each services category.**

Goal: The ombudsman will maintain effective relationships with long-term care stakeholders in order to successfully advocate for consumers.

Activities:

1. Nursing homes in the 5 county area are visited at least quarterly.
2. 60% of Resident Councils in the 5 county area are visited at least once during the fiscal year.
3. Health fairs, senior expos, and AAA Advisory Council meetings in the 5 county area are attended at least once during the year.
4. Semi-annual reports are provided to partner AAA's.



**Region 3-A Area Agency on Aging**

**FY 2016**

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency’s administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area**

N/A - This Direct Service Previously Approved in our FY15 AIP.

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency’s efforts to secure services from an available provider of such services; or a description of the area agency’s efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

N/A - This Direct Service Previously Approved in our FY15 AIP.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

No specific discussion on Long Term Care Ombudsman direct service program occurred at the public hearing on May 13, 2015.

**Prevention of Elder Abuse, Neglect and Exploitation**

Total of Federal Dollars      \$8,623.00

Total of State Dollars

Geographic Area Served      Kalamazoo County

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each services category.**

Goal: Advocate for the development of resources to address vulnerable adult abuse and neglect complex cases, unmet needs, and scams.

Activities:

1. The ombudsman will participate as needed in Region IIIA, IIIB, and IIIC Elder Abuse Prevention Coalition meetings and trainings.
2. The ombudsman will establish relationships and work closely with Adult Protective Services workers, courts, community mental health to resolve difficult cases.



**Region 3-A Area Agency on Aging**

**FY 2016**

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency’s administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area**

N/A - This Direct Service Previously Approved in our FY15 AIP.

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency’s efforts to secure services from an available provider of such services; or a description of the area agency’s efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

N/A - This Direct Service Previously Approved in our FY15 AIP.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

No specific discussion on Prevention of Elder Abuse, Neglect and Exploitation direct service program occurred at the public hearing on May 13, 2015.

**Creating Confident Caregivers**

Total of Federal Dollars      \$4,073.00

Total of State Dollars

Geographic Area Served      Kalamazoo County

**Planned goals and activities that will be undertaken to provide the service in the appropriate text box for each services category.**

Goal: To equip caregivers of persons with dementia with information about the process of memory loss as well as self-care practices so that they can be successful in their caregiving responsibilities.

Activities:

1. AAIIIA CCC Master Trainer will offer 3 classes during the fiscal year in Kalamazoo County, including an evening class to attract working caregivers.
2. CCC classes will be promoted via aging network partners, faith communities, and news media in order to reach the maximum number of participants.



## Region 3-A Area Agency on Aging

FY 2016

Section 307(a)(8) of the Older Americans Act provides that services will not be provided directly by an Area Agency on Aging unless, in the judgment of the State agency, it is necessary due to one or more of the three provisions described below. Please select the basis for the services provision request (more than one may be selected).

**(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.**

**(B) Such services are directly related to the Area Agency's administrative functions.**

**(C) Such services can be provided more economically and with comparable quality by the Area**

(A) Provision of such services by the Area Agency is necessary to assure an adequate supply of such services.

**Provide a detailed justification for the service provision request. The justification should address pertinent factors that may include: a cost analysis; needs assessment; a description of the area agency's efforts to secure services from an available provider of such services; or a description of the area agency's efforts to develop additional capacity among existing providers of such services. If the service is considered part of administrative activity, describe the rationale and authority for such a determination.**

The AAALIA is committed to offering CCC classes at different locations and times in the county in order to make this highly desirable program accessible to rural and urban residents. There are support groups via adult day providers at their locations that anyone can attend, but the location is not mobile. The AAALIA also has the only Master Trainer for CCC who resides in the county.

**Describe the discussion, if any, at the public hearings related to this request. Include the date of the hearing(s).**

No specific discussion on Creating Confident Caregivers direct service program occurred at the public hearing on May 13, 2015.



## Program Development Objectives

### Area Agency on Aging Goal

A. Work to improve the health and nutrition of older adults.

**State Goal Match: 1**

#### NARRATIVE

Diabetes is an increasing chronic condition in our community and Diabetes Self-Management Training (DSMT) programs are an effective method of improving the health of seniors. The vast majority of Medicare beneficiaries with diabetes are not using the DSMT benefit and this initiative will provide an opportunity in the community to offer an accessible program, utilizing settings that participants are comfortable with.

#### OBJECTIVES

1. Determine the viability of Medicare reimbursement for Diabetes PATH classes and develop an implementation plan if appropriate

**Timeline: 09/30/2014 to 09/30/2016**

#### Activities

1. Research requirements for Medicare reimbursement and develop a business plan.
2. Determine eligibility for accreditation.
3. Establish an advisory board.
4. Connect with community members to develop program sites.

#### Expected Outcome

People with diabetes will have increased access to Diabetes PATH (Personal Action Towards Health) programs in the community.

B. Protect older adults from abuse and exploitation.

**State Goal Match: 3**

#### NARRATIVE

The Elder Abuse Prevention Coalition, which has been facilitated by the AAIIIA Director since March 2013, has identified the activities below as important efforts to work on. The Coalition has strong support from the County Prosecutor, County Sheriff, County Clerk, Probate Court, Dept. of Human Services, elder law attorneys, Western MI University Center for Gerontology, advocates, service providers, financial institutions, Long Term Care Ombudsman, Life EMS Ambulance and MMAP Coordinator. The coalition has identified gaps in services, such as: lack of cross-sector coordinated support for difficult and complex cases, especially related to financial exploitation; lack of options for emergency/temporary shelters in the result of elder abuse cases; and the need to educate seniors, professionals, and the general public what elder abuse is, how to identify and report it. With the work of the coalition in filling these gaps, increased awareness and reporting of elder abuse and exploitation in Kalamazoo County is expected to increase.



## Region 3-A Area Agency on Aging

FY 2016

### OBJECTIVES

1. Provide leadership for the Kalamazoo County Elder Abuse Prevention Coalition.

**Timeline: 10/01/2015 to 09/30/2016**

#### Activities

1. Provide administrative coordination with regard to meeting notices, notes, and public relations.
2. Facilitate a work group to develop a multidisciplinary team that works collaboratively on difficult and complex cases, especially those related to financial exploitation.
3. Coordinate conferences/trainings for seniors, professionals, and other community members on what elder abuse is and how to report it.

#### Expected Outcome

Increased awareness and reporting of elder abuse and exploitation in Kalamazoo County.

- C. Improve the effectiveness, efficiencies, and quality of services provided through the Michigan aging network and its partners.

**State Goal Match: 4**

### NARRATIVE

The AAIIIA is committed to assuring that there is a culture of respect for diversity to include LGBT elders within the community of aging service providers in Kalamazoo County. This objective builds on what was accomplished in FY 2014 and FY 2015 in continuing the training of home health care and long-term care facility staff, increasing the awareness of LGBT elders in our community, and the distribution and updating of the LGBT Resource Guide to Aging Services. Additionally, the formation of a social group that meets for dinner each month has been an evolving program development effort.

### OBJECTIVES

1. Continue to coordinate training and program development opportunities with the Kalamazoo Gay and Lesbian Resource Center (KGLRC) to improve services for Lesbian, Gay, Bisexual, and Transgender (LGBT) elders.

**Timeline: 10/01/2014 to 09/30/2016**

#### Activities

1. Continue to train home care, nursing home, assisted living, and aging service providers as funding and time allow, utilizing the Gen Silent documentary materials.
2. Work with KGLRC on program development opportunities to engage LGBT elders in order to connect them to community resources.
3. Continue to distribute and update the LGBT Resource Guide to Aging Services.
4. Continue to advocate for LGBT elders in all areas of service.

#### Expected Outcome

The LGBT elders in Kalamazoo county receive increased culturally competent care and aging services.



## Region 3-A Area Agency on Aging

FY 2016

D. Develop and enhance public and private partnerships to better serve older adults.

**State Goal Match: 9**

### **NARRATIVE**

A Community for a Lifetime, or Livable Community is safe and secure, and provides affordable, appropriate housing; adequate transportation services; supportive community features and services. Once in place, these resources enhance personal independence, allow residents to age in place, and foster residents engagement in the community's civic, economic, and social life.

### **OBJECTIVES**

1. Provide leadership in coordinating efforts to secure one Communities for a Lifetime designation from the State Commission on Aging.

**Timeline: 10/01/2014 to 09/30/2016**

#### **Activities**

1. Determine geographic area for the community assessment, based upon the interest of stakeholders.
2. Assist areas chosen to form a work group that will conduct the community assessment and provide technical assistance as needed.
3. Work with other municipalities as interest becomes known.

#### **Expected Outcome**

Older adults will be able to age well in their communities with increased access to goods and services.



## Advocacy Strategy

### AAA Response:

The advocacy strategy for FY 2016 includes the same themes and activities that are covered in the MYP FY2014-2015. Continued advocacy efforts toward educating the community about the need for a county-wide senior millage will be evident. Only 14 out of 83 counties in Michigan do not have a county-wide senior millage and Kalamazoo is one of them.

Kalamazoo County continues to have a strong advocacy group called the Kalamazoo County Advocates for Senior Issues (KCASI), a non partisan, 501c3 organization. The AAAIIIA assists the organization with its monthly programs and distributes information about key issues to its members and the larger community. AAAIIIA also works with KCASI's legislative committee to develop their platform of issues to follow that covers local, state, and national concerns, such as: increased funding for services, Social Security, Medicare, and Medicaid. KCASI has an active role in meeting with legislators on a regular basis to educate them about aging issues. KCASI is also a member of the Silver Key coalition, a group in Michigan that is working to increase state funding for in-home services. Additionally, KCASI takes a leadership role in chartering a bus and recruiting participants for Older Michigania's Day, held in Lansing.

The Older Adult Services Advisory Council are also advocates, writing letters to state and federal legislators on issues it determines to be important to advocate on. This group also has appointed two representatives to the MI Senior Advocates Council, a statewide group that reviews legislation and meets with state legislators on a monthly basis.

Contracted Service Providers receive information about advocacy issues via the AAAIIIA bi-monthly newsletter, The Advisor; Professionals Focused on Aging meetings and other community meetings; and email blasts for time sensitive advocacy opportunities. The AAAIIIA regularly attends Friends of Transit meetings and participates in efforts to promote accessible and flexible transportation options and the renewal of public transit millages.

AAAIIIA will continue to do work on elder abuse and financial exploitation issues that need advocacy in Kalamazoo County. Efforts to increase awareness and education of elder abuse and exploitation will be key in FY2016.

Advocacy is a required activity of all Area Agencies on Aging across the country. Through advocacy, a voice is given to frail elders who are unable to speak up for themselves. We are able to empower others to assist in assuring that our communities have affordable, accessible, and comprehensive systems of care and services to help older adults remain as independent as possible.



## Leveraged Partnerships

**1. Include, at a minimum, plans to leverage resources with organizations in the following categories:**

- a. Commissions Councils and Departments on Aging.**
- b. Health Care Organizations/Systems (e.g. hospitals, health plans, Federally Qualified Health Centers)**
- c. Public Health.**
- d. Mental Health.**
- e. Community Action Agencies.**
- f. Centers for Independent Living.**
- g. Other**

1. Commissions, Councils and Depts. On Aging – Because the AAIIIA is within county government, it is considered a county department on aging (called Older Adult Services). We do not have commissions or councils on aging.

2. Health Care Organizations – The AAIIIA primarily works with health care organizations via the falls prevention (Matter of Balance) and chronic disease self management programs (PATH) in terms of hosting classes and training staff to become lay leaders and coaches. We continue to reach out to hospital discharge planners and primary care organizations with care coordinators to facilitate referrals to our programs that can benefit their patients.

3. Public Health – The AAIIIA is fortunate to be housed within the county public health department, and the AAIIIA director sits on its Leadership Team. Staff participates in the Pandemic Flu committee; collaborates on disseminating information to the community on how to best serve elders at risk when emergencies occur; have access to the epidemiologist with regard to current data reflecting the health of the population; and see many opportunities for cross-referrals including the dental, immunization and STD/AIDS clinics.

4. Mental Health – The AAIIIA works closely with mental health organizations to help clients and callers navigate the Community Mental Health network to access services.

5. Community Action Agencies – The CAA is part of the department that the AAIIIA is housed in. We cross-refer to each other when working with individuals in need of each other’s services.

6. Centers for Independent Living – The local CIL and the AAIIIA have been collaborating for years in a variety of ways, including yearly cross training of Information and Assistance staff and working together on advocacy issues, especially transit and livable communities.

7. Other – because we are not a Home & Community Based Waiver Provider, we do work closely with the waiver agents in our area, Region IIIB and Senior Services Southwest Michigan regarding both referring to the waiver agents and prioritizing referrals from them.

**2. Describe the area agency’s strategy for FY 2016 for working with ADRC partners in the context of the access services system within the planning and service area.**

The AAIIIA will continue to take the lead in having an updated database and providing current information about resources to ADRC partners and the general public. Staying current on new or revised programs provided by ADRC partners will continue via planned meetings. The AAIIIA and Disability Network Southwest MI meet the guidelines to provide options counseling.



Region 3-A Area Agency on Aging

FY 2016

**3. Describe how the area agency can support Aging Friendly Community/Community for a Lifetime initiatives within the PSA, with the following as requested (include any past or present efforts underway).**

- a. Community assessments, senior survey results and demographic data that can be shared with community groups to enhance aging friendly assessments.**
- b. Information that can be provided to community groups to enhance the quality of their aging friendly community assessment in such areas as; supportive community systems, health care access, transportation, disease prevention/health promotion, safety, home repair and other relevant areas.**
- c. Technical assistance that can be offered to community groups in developing and collaborating on aging friendly community assessments or improvements.**
- d. Please identify the area agency staff contact regarding Aging Friendly**

The Quality Assurance & Planning Coordinator, Liz Brass, is the designated staff person to help communities who are interested in pursuing this recognition. In 2015 information was given to the Mayor of Vicksburg and the South County Community Services Director, encouraging them to look at utilizing the survey tools that the State Advisory Council promotes. Additionally in FY14 and FY15, the Coordinator has worked with Friends of Transit (FOT): a group that meets monthly to advocate for accessible and livable transportation services within Kalamazoo County. The Coordinator has also participated in workshops with guests from the Walkable and Livable Communities Institute to assess areas in downtown Kalamazoo. Additionally, the coordinator has participated in the Kalamazoo Area Transportation Study (KATS) through community input sessions to advocate for more walkable and livable concepts. In FY16 continued work in this area and technical assistance to community members will be a priority.



## Community Focal Points

**Describe the rationale and method used to assess the ability to be a community focal point, including the definition of community. Explain the process by which community focal points are selected.**

By the Multi-Year Plan definition, a “focal point is a facility or entity designated to encourage the maximum co-location and coordination of service for older individuals in the Planning and Service Area (PSA).” The Area Agency on Aging IIIA continues to define “community” as a group of people within a larger society, bound together by common characteristics and interests, located within a nearby geographic area. Our community focal points are required to provide the following in order to maintain the designation: congregate meal site (on premises or dining out program in area), evidence based disease prevention programs, volunteer opportunities, information and referral to AAIIIA, and classes or programs providing information on health, safety and services available to older adults. We have required each focal point to have trained MMAP staff or have access to volunteers trained as MMAP counselors available for appointments. Considering areas with the greatest number of older persons with economic and/or social need the existing service delivery system and the location of multi-purpose senior centers, the AAIIIA has named five community focal points.

**Provide the following information for each focal point within the PSA. List all designated community focal points with name, address, telephone number, website, and contact person. This list should also include the services offered, geographic areas served and the approximate number of older**

---

Name:	Coover Center (Senior Services)
Address:	918 Jasper, Kalamazoo, MI 49001
Website:	<a href="http://www.seniorservices1.org">www.seniorservices1.org</a>
Telephone Number:	(269) 382-0515
Contact Person:	Lisa Fuller
No. of persons within boundary:	8,200 60+
Service Boundaries:	Kalamazoo City minus census tracts 1-5
Services Provided:	Senior center activities, congregate meals, exercise, transportation

---

Name:	Ecumenical Senior Center
Address:	702 N. Burdick, Kalamazoo, MI 49007
Website:	<a href="http://www.ecumenicalsc.com/">http://www.ecumenicalsc.com/</a>
Telephone Number:	269-381-9750
Contact Person:	Dr. Denise Washington
No. of persons within boundary:	1,600 age 60+
Service Boundaries:	Kalamazoo City census tract 1-5
Services Provided:	Congregate meals, senior center activities, MI Cafe, transportation

---

Name:	Portage Senior Center
Address:	320 Library Lane
Website:	<a href="http://www.portagemi.gov/living/senior_center.asp">www.portagemi.gov/living/senior_center.asp</a>
Telephone Number:	269-329-4555
Contact Person:	Kim Phillips
No. of persons within boundary:	9,000 60+
Service Boundaries:	City of Portage and Texas Township
Services Provided:	Congregate meals, senior center activities, health and wellness programs volunteer programs, transportation

---



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

## Region 3-A Area Agency on Aging

FY 2016

Name: South County Community Services  
 Address: 105 S Kalamazoo Ave., Vicksburg, MI 49097  
 Website: [www.southcountycs.us/](http://www.southcountycs.us/)  
 Telephone Number: 269-649-2901  
 Contact Person: Danna Downing  
 No. of persons within boundary: 3,500 60+  
 Service Boundaries: Brady, Climax, Pavilion, Schoolcraft, Prairie Ronde, Wakeshma Township  
 Services Provided: Senior center activities, emergency assistance, health and wellness programs, restaurant dining program, and ride assistance

---

Name: Comstock Community Center  
 Address: 6330 Kings Highway, Comstock, MI 49041  
 Website: <https://comstockcc.com/>  
 Telephone Number: 269-345-8556  
 Contact Person: Lorie Peterson  
 No. of persons within boundary: 3,737 age 60+  
 Service Boundaries: Comstock Township, City of Galesburg, Charleston, Ross Township  
 Services Provided: senior center activities, youth development programs, volunteer opportunities, on-site lunch.

---



## Other Grants and Initiatives

### **1. Describe other grants and/or initiatives the area agency is participating in with OSA and other partners.**

The AAALIA is committed to providing the evidence based programs of TCARE; Creating Confident Caregivers; Chronic Disease Self-Management Programs via PATH (Personal Action Towards Health) that include regular PATH, Diabetes PATH and Chronic Pain PATH; and Matter of Balance. We also have a grant through the MI Health Endowment Fund to increase classes and lay leaders for PATH and MOB programs.

Kalamazoo County is in the pilot region for Michigan's Integrated Care Project, which will provide health care services to dually eligible Medicare and Medicaid beneficiaries. Our role is expected to be one of providing capacity for services the integrated care organizations request.

We also administer the Medicare Medicaid Assistance Program (MMAP) and sub-contract daily operations to Senior Services of Southwest Michigan, who employs the MMAP Coordinator. A MMAP counselor is on staff at the AAALIA.

### **2. Describe how these grants and other initiatives will improve the quality of life of older adults within the PSA.**

Evidence based programs are very meaningful to older adults as they are programs that have been proven to work. Improvements in the quality of participant lives has been shown, including: less pain, less fear of falling, improved outlook on life in general and an ability to better manage one's caregiving and long-term health conditions. Providing coordinated services to the dually eligible population is thought to reduce costs and improve the quality of services for this population. The Medicare Medicaid Assistance Program (MMAP) is invaluable to beneficiaries who are confused about the many different perscription drug plans and need help to determine what is the best plan for them in addition to other responsibilities that include educating the public about Medicare fraud and enrolling people in subsidy programs.

### **3. Describe how these grants and other initiatives reinforce the area agency's planned program development efforts for FY 2016.**

The program development goal of developing Medicare reimbursable Diabetes PATH classes is the goal that is most closely aligned with these grants and initiatives.

**FY 2016 AREA PLAN GRANT BUDGET**

Rev. 04/2015

Agency: Kalamazoo County Health & Community Services Dep

Budget Period: 10/01/15 to 09/30/16

PSA: Region IIIA

Date: 06/30/15

Rev. No.: 0 Page 1 of 3

SERVICES SUMMARY			
FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	208,489		208,489
2. Fed. Title III-C1 (Congregate)		178,643	178,643
3. State Congregate Nutrition		4,963	4,963
4. Federal Title III-C2 (HDM)		173,177	173,177
5. State Home Delivered Meals		217,836	217,836
8. Fed. Title III-D (Prev. Health)	13,620		13,620
9. Federal Title III-E (NFCSP)	82,399		82,399
10. Federal Title VII-A	9,453		9,453
10. Federal Title VII-EAP	8,623		8,623
11. State Access	14,813		14,813
12. State In-Home	116,010		116,010
13. State Alternative Care	58,370		58,370
14. State Care Management	137,109		137,109
16. St. ANS & St. NHO	53,316		53,316
17. Local Match			
a. Cash	328,937	76,902	405,839
b. In-Kind	17,175	-	17,175
18. State Respite Care (Escheat)	50,984		50,984
19. MATF & St. CG Support	76,482		76,482
20. TCM/Medicaid & CMP	20,000		20,000
21. NSIP		144,363	144,363
22. Program Income	5,637	137,725	143,362
<b>TOTAL:</b>	<b>1,201,417</b>	<b>933,609</b>	<b>2,135,026</b>

ADMINISTRATION				
Revenues	Local Cash	Local In-Kind	Total	
Federal Administration	72,925	54,481	-	127,406
State Administration	12,715			12,715
MATF & St. CG Support Administration	6,883			6,883
Other	34,027			34,027
<b>Total:</b>	<b>126,550</b>	<b>54,481</b>	<b>-</b>	<b>181,031</b>

Expenditures		
	FTEs	
1. Salaries/Wages	2.19	112,844
2. Fringe Benefits		41,188
3. Office Operations		26,999
<b>Total:</b>		<b>181,031</b>

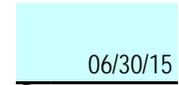
Cash Match Detail		In-Kind Match Detail	
Source	Amount	Source	Amount
General fund	54,481		
<b>Total:</b>	<b>54,481</b>	<b>Total:</b>	<b>-</b>

I certify that I am authorized to sign on behalf of the Area Agency on Aging. This budget represents necessary costs for implementation of the Area Plan. Adequate documentation and records will be maintained to support required program expenditures.

  
Signature



  
Deputy Director, HCS Financial Management Svcs  
Title

  
06/30/15  
Date

FY 2016 AREA AGENCY GRANT FUNDS - SUPPORT SERVICES DETAIL

Agency: Kalamazoo County Health & Community Services Department  
 PSA: Region IIIA

Budget Period: 10/01/15  
 Date: 06/30/15

to 09/30/16  
 Rev. No.: 0

Rev. 04/2015  
 page 2 of 3

SERVICE CATEGORY	Title III-B	Title III-D	Title III - E	Title VII	State Access	State In-Home	St. Alt. Care	State Care Mgmt	St. ANS St. NHO	St. Respite (Escheat)	MATF & St. CG Sup.	TCM-Medicaid CMP Fund	Program Income	Cash Match	In-Kind Match	TOTAL
<b>1. Access</b>																
a. Care Management	90,430		31,035		14,813			137,109	23,100			20,000	-	91,607	-	408,094
b. Case Coord/supp	3,237		-		-			-	-				-	360	-	3,597
c. Disaster Advocacy	-		-		-			-	-				-	-	-	-
d. Information & Assis	13,950		37,209		-			-	-				-	36,079	-	87,238
e. Outreach	-		-		-			-	-				-	-	-	-
f. Transportation	15,000		-										-	333	1,333	16,666
<b>2. In-Home</b>																
a. Chore	-		-						-				-	-	-	-
b. Home Care Assis	-		-			-	-		-				-	-	-	-
c. Home Injury Cntrl	-		3,000						-				-	-	333	3,333
d. Homemaking	19,675					112,088	26,341		-				-	34,853	176	193,133
e. Home Health Aide	-		-			-	-		-				-	-	-	-
f. Medication Mgt	-		-			2,722	-		-				-	302	-	3,024
g. Personal Care	-		-			1,200	18,029		-				-	2,136	-	21,365
h. Assistive Device&Tech	-		-			-	14,000		-				-	1,556	-	15,556
i. Respite Care	-		-			-	-		-	25,956	29,959		-	-	-	55,915
j. Friendly Reassure	-		-										-	-	-	-
<b>3. Legal Assistance</b>	12,772		-										-	29,183	15,000	56,955
<b>4. Community Services</b>																
a. Adult Day Care	-		-				-		-				-	-	-	-
b. Dementia ADC	-		-				-		-	25,028	39,640		-	-	-	64,668
c. Disease Prevent	-	9,547	-										1,200	100,371	-	111,118
d. Health Screening	-		-										-	-	-	-
e. Assist to Deaf	-		-										-	-	-	-
f. Home Repair	-		-										-	-	-	-
g. LTC Ombudsman	5,135			9,453					30,216				4,437	24,472	-	73,713
h. Sr Ctr Operations	-		-										-	-	-	-
i. Sr Ctr Staffing	7,093		-										-	455	333	7,881
j. Vision Services	-		-										-	-	-	-
k. Elder Abuse Prevnt	-		-	8,623									-	958	-	9,581
l. Counseling	900		7,035										-	882	-	8,817
m. Creat.Conf.CG® CCC	-	4,073	-										-	453	-	4,526
n. Caregiver Supplmt	-		-										-	-	-	-
o. Kinship Support	-		-										-	-	-	-
q. Caregiver E,S,T	-		4,120										-	458	-	4,578
<b>5. Program Develop</b>	39,297												-	4,368	-	43,665
<b>6. Region Specific</b>																
Gap Services	1,000	-	-	-	-	-	-	-	-	-	-	-	-	111	-	1,111
b.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
c.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
d.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
e.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>7. CLP/ADRC Services</b>	-		-										-	-	-	-
<b>8. MATF &amp; St CG Sup Adm</b>											6,883					6,883
<b>SUPPRT SERV TOTAL</b>	208,489	13,620	82,399	18,076	14,813	116,010	58,370	137,109	53,316	50,984	76,482	20,000	5,637		17,175	1,201,417

**AREA AGENCY ON AGING--OPERATING BUDGET**

PSA: Region IIIA

Budget Period: 10/01/15

to: 09/30/16

Date of Budget: 04/27/15

Agency: Kalamazoo County Health & Community Services Department

Rev. No.: \_\_\_\_\_ Page 1 of 2

Operations		Program Services/Activities									
Admin	Program Develop	LTC Ombudsman & EAP	EBDP/CCC	Information & Assistance	Care Management	Case Coordination & Support	Support Services	Nutrition Services			TOTAL

**REVENUES**

Federal Funds	72925	39297	23211	13620	51159	166040	3237	46020	496183			911692
State Funds	19598		30216			447858	11900	10227	222799			742598
Local Cash	54481	4368	25430	3413	36079	129930	1428	30878	76902			362909
Local In-Kind						-	176	16999	0			17175
Interest Income												0
Fund Raising/Other	34027		4437	98,611					137725			274800
<b>TOTAL</b>	<b>181031</b>	<b>43665</b>	<b>83294</b>	<b>115644</b>	<b>87238</b>	<b>743828</b>	<b>16741</b>	<b>104124</b>	<b>933609</b>	<b>0</b>	<b>0</b>	<b>2309174</b>

**EXPENDITURES**

Contractual Services								87125	918109			1005234
Purchased Services						297411	11,900		2200			311511
Wages and Salaries	112844	27218	49009	64221	56165	297140	2917	0	0	0	0	609514
Fringe Benefits	41188	9935	17,888	23,441	20500	108457	1,065					222474
In-Kind Wages							176	16999				17175.3333
Professional Services												0
Accounting & Audit Services												0
Legal Fees												0
Occupancy	7,426	1791	3,087	2,348	3826	10868	130					29476
Insurance												0
Office Equipment												0
Equip Maintenance & Repair												0
Office Supplies	2497	603	700	2,116	400	4850						11166
Printing & Publication	1241	299	600	3,000	700	1000						6840
Postage	403	97	50	200	300	1000						2050
Telephone	1655	399	1,110	1,434	1272	5892	53					11814.6804
Travel	2014	486	5,700	1,200	120	5560	200					15280
Conferences	2417	583	2,500	1,600	400	2500						10000
Memberships	4915	1185	50		155	300						6605
Special Events												0
Central Service Costs	2900	700	2,600	600	1300	8500	300		13300			30200
Other	1531	369		15,484	2100	350						19834
<b>TOTAL</b>	<b>181031</b>	<b>43665</b>	<b>83294</b>	<b>115644</b>	<b>87238</b>	<b>446417</b>	<b>4841</b>	<b>16999</b>	<b>13300</b>	<b>0</b>	<b>0</b>	<b>992429</b>

**AREA AGENCY ON AGING--WAGES AND SALARIES**

PSA: Region IIIA

Budget Period: 10/01/15

to: 09/30/16

Date of Budget: 04/27/15

Agency: Kalamazoo County Health & Community Services Department

Rev. No.:

Page 2 of 2

JOB CLASSIFICATION	FTEs	Operations		Program Services/Activities								TOTAL		
		Admin	Program Develop	LTC Ombuds	EBDP/CCC	Information & Care Manage	Case Coordin	Support Serv	Nutrition Services	0	0			
Director, Older Adult Services	0.65	50,771												50771
Director, Older Adult Services	0.16		12,246											12246
Administrative Assistant	0.81	29,514												29514
Administrative Assistant	0.19		7,119											7119
QA & Planning Coordinator	0.73	32,559												32559
QA & Planning Coordinator	0.17		7,853											7853
LTC Ombudsman	1.00			49,009										49009
Social Workers	4.28				25,866	56,165	122,870	2,917						207818
Coordinator	0.80				38,355									38355
														0
														0
PHN Supervisor	0.65						49,537							49537
Administrative Assistant	0.65						22,100							22100
PH Nurse	2.00						102,633							102633
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
														0
<b>TOTAL</b>	<b>12.09</b>	<b>112844</b>	<b>27218</b>	<b>49009</b>	<b>64221</b>	<b>56165</b>	<b>297140</b>	<b>2917</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>609514</b>

**FY 2016 NUTRITION / OMBUDSMAN / RESPITE / KINSHIP - PROGRAM BUDGET DETAIL**

Rev. 04/2015

Agency: Kalamazoo County Health & Cor Budget Period: 10/01/15 to 9/30/16  
 PSA: Region IIIA Date: 06/30/15 Rev. Number 0

page 3 of 3

**FY 2016 AREA PLAN GRANT BUDGET - TITLE III-C NUTRITION SERVICES DETAIL**

SERVICE CATEGORY	Title III C-1	Title III C-2	State Congregate	State HDM	NSIP	Program Income	Cash Match	In-Kind Match	TOTAL
Nutrition Services									
1. Congregate Meals	176,643		4,963		43,863	52,225	26,512	-	304,206
2. Home Delivered Meals		172,977		217,836	100,500	85,500	50,146	-	626,959
3. Nutrition Counseling	-	-	-	-		-	-	-	-
4. Nutrition Education	1,000	-	-	-		-	111	-	1,111
5. AAA RD/Nutritionist*	1,000	200				-	133	-	1,333
<b>Nutrition Services Total</b>	<b>178,643</b>	<b>173,177</b>	<b>4,963</b>	<b>217,836</b>	<b>144,363</b>	<b>137,725</b>	<b>76,902</b>	<b>-</b>	<b>933,609</b>

\*Registered Dietitian, Nutritionist or individual with comparable certification, as approved by OSA.

**FY 2016 AREA PLAN GRANT BUDGET-TITLE VII LTC OMBUDSMAN DETAIL**

SERVICE CATEGORY	Title III-B	Title VII-A	Title VII-EAP	State NHO	CMP Fund	Program Income	Cash Match	In-Kind Match	TOTAL
LTC Ombudsman Services									
1. LTC Ombudsman	5,135	9,453		30,216	-	4,437	24,472	-	73,713
2. Elder Abuse Prevention	-		8,623			-	958	-	9,581
3. Region Specific	-	-	-	-		-	-	-	-
<b>LTC Ombudsman Ser. Total</b>	<b>5,135</b>	<b>9,453</b>	<b>8,623</b>	<b>30,216</b>	<b>-</b>	<b>4,437</b>	<b>25,430</b>	<b>-</b>	<b>83,294</b>

**FY 2016 AREA PLAN GRANT BUDGET- RESPITE SERVICE DETAIL**

SERVICES PROVIDED AS A FORM OF RESPITE CARE	Title III-B	Title III-E	State Alt Care	State Escheats	State In-Home	Merit Award Trust Fund	Program Income	Cash/In-Kind Match	TOTAL
1. Chore	-	-	-	-	-	-	-	-	-
2. Homemaking	-	-	-	-	-	-	-	-	-
3. Home Care Assistance	-	-	-	-	-	-	-	-	-
4. Home Health Aide	-	-	-	-	-	-	-	-	-
5. Meal Preparation/HDM	-	-	-	-	-	-	-	-	-
6. Personal Care	-	-	-	-	-	-	-	-	-
<b>Respite Service Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**FY 2016 AREA PLAN GRANT BUDGET-TITLE E- KINSHIP SERVICES DETAIL**

SERVICE CATEGORY	Title III-B	Title III-E				Program Income	Cash Match	In-Kind Match	TOTAL
Kinship Ser. Amounts Only									
1. Caregiver Sup. Services	-	-				-	-	-	-
2. Kinship Support Services	-	-				-	-	-	-
3. Caregiver E,S,T	-	4,120				-	458	-	4,578
4.	-	-				-	-	-	-
<b>Kinship Services Total</b>	<b>-</b>	<b>4,120</b>				<b>-</b>	<b>458</b>	<b>-</b>	<b>4,578</b>

**Planned Services Summary Page for FY 2016** **PSA: Region III/**

Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
<b>ACCESS SERVICES</b>					
Care Management	\$ 408,094	19.11%			X
Case Coordination & Support	\$ 3,597	0.17%			X
Disaster Advocacy & Outreach Program	\$ -	0.00%			
Information & Assistance	\$ 87,238	4.09%			X
Outreach	\$ -	0.00%			
Transportation	\$ 16,666	0.78%	X	X	
<b>IN-HOME SERVICES</b>					
Chore	\$ -	0.00%			
Home Care Assistance	\$ -	0.00%			
Home Injury Control	\$ 3,333	0.16%		X	
Homemaking	\$ 193,133	9.05%	X		
Home Delivered Meals	\$ 626,959	29.37%		X	
Home Health Aide	\$ -	0.00%			
Medication Management	\$ 3,024	0.14%	X		
Personal Care	\$ 21,365	1.00%	X		
Personal Emergency Response System	\$ 15,556	0.73%	X		
Respite Care	\$ 55,915	2.62%	X		
Friendly Reassurance	\$ -	0.00%			
<b>COMMUNITY SERVICES</b>					
Adult Day Services	\$ -	0.00%			
Dementia Adult Day Care	\$ 64,668	3.03%	X	X	
Congregate Meals	\$ 304,206	14.25%		X	
Nutrition Counseling	\$ -	0.00%			
Nutrition Education	\$ 1,111	0.05%		X	
Disease Prevention/Health Promotion	\$ 111,118	5.20%			X
Health Screening	\$ -	0.00%			
Assistance to the Hearing Impaired & Deaf	\$ -	0.00%			
Home Repair	\$ -	0.00%			
Legal Assistance	\$ 56,955	2.67%		X	
Long Term Care Ombudsman/Advocacy	\$ 73,713	3.45%			X
Senior Center Operations	\$ -	0.00%			
Senior Center Staffing	\$ 7,881	0.37%		X	
Vision Services	\$ -	0.00%			
Programs for Prevention of Elder Abuse,	\$ 9,581	0.45%			X
Counseling Services	\$ 8,817	0.41%	X	X	
Creating Confident Caregivers® (CCC)	\$ 4,526	0.21%			X
Caregiver Supplemental Services	\$ -	0.00%			
Kinship Support Services	\$ -	0.00%			
Caregiver Education, Support, & Training	\$ 4,578	0.21%		X	
AAA RD/Nutritionist	\$ 1,333	0.06%	X		
<b>PROGRAM DEVELOPMENT</b>	\$ 43,665	2.05%			X
<b>REGION-SPECIFIC</b>					
Gap Services	\$ 1,111	0.05%	X		
b.	\$ -	0.00%			
c.	\$ -	0.00%			
d.	\$ -	0.00%			
e.	\$ -	0.00%			
<b>CLP/ADRC SERVICES</b>	\$ -	0.00%			
<b>MATF ADMINISTRATION</b>	\$ 6,883	0.32%			
<b>TOTAL PERCENT</b>		100.00%	16.40%	48.54%	35.05%
<b>TOTAL FUNDING</b>	\$ 2,135,026		\$350,211	\$1,036,400	\$748,415

Note: Rounding variances may occur between the Budgeted Funds column total and the Total Funding under the Method of Provision columns. Rounding variances of + or (-) \$1 are not considered material.

**FY 2016 State Escheats/Caregiver Related Services Budget Narrative**

Agency: Kalamazoo County Health & Community Services Department

PSA: Region IIIA

Budget Revision No. 0

Please describe the planned use and allocation of State Escheats Respite Program Funds. Include all related caregiver service funding allocations in this FY Area Plan Grant Budget.

Please enter the narrative in the box below.

The AAA IIIA will utilize escheats funds to support In Home Respite Care offered to care management and case coordination and support clients. The Merit Award Trust Fund supports Dementia Adult Day programs. A portion of Title IIIE funds support Counseling for Caregivers, Information & Assistance, Home Injury Control and Care Management Services. A required 5% of Title IIIE funding is allocated for Kinship Caregivers in the form of educational classes and support groups.

**FY 2016 Annual Implementation Plan  
Direct Service Budget Detail #1**

AAA: Kalamazoo County Health & Community Services Dep:

FISCAL YEAR: FY 2016

SERVICE: Care Management

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	80,848	13,312	116,495		86,485			297,140
Fringe Benefits	29,510	4,859	42,521		31,567			108,457
Travel	1,513	249	2,180		1,618			5,560
Training	680	112	981		727			2,500
Supplies	1,863	307	2,686		1,994			6,850
Occupancy	2,957	487	4,260		3,164			10,868
Communications	1,603	264	2,310		1,715			5,892
Equipment	0	0	0		0			0
Other:	176	29	256		189			650
Service Costs	2,315	381	3,333		2,471			8,500
Purchased Services	24,575		272,836					297,411
								0
<b>Totals</b>	<b>146,040</b>	<b>20,000</b>	<b>447,858</b>	<b>0</b>	<b>129,930</b>	<b>0</b>	<b>0</b>	<b>743,828</b>

SERVICE AREA: \_\_\_\_\_

(List by County/City if service area is not entire PSA) \_\_\_\_\_

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  Yes  No

If yes, please describe: \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #1**

FY 2016

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
General Fund	129,930			

**FY 2016 Annual Implementation Plan  
Direct Service Budget Detail #5**

AAA: Kalamazoo County Health & Community Services Dep:

FISCAL YEAR: FY 2016

SERVICE: Case Coordination & Support

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	2,024				893			2,917
Fringe Benefits	739				326			1,065
Travel	139				61			200
Training	0				0			0
Supplies	0				0			0
Occupancy	90				40			130
Communications	37				16			53
Equipment	0				0			0
Other:Under Funded Central Store	0				0	176		176
Service Costs	208				92			300
Purchased Services			11,900					11,900
								0
<b>Totals</b>	<b>3,237</b>	<b>0</b>	<b>11,900</b>	<b>0</b>	<b>1,428</b>	<b>176</b>	<b>0</b>	<b>16,741</b>

SERVICE AREA: \_\_\_\_\_

(List by County/City if service area is not entire PSA) \_\_\_\_\_

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY 2014 AIP?  Yes  No

If yes, please describe: \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #5**

**FY 2016**

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
General Fund	1,428			
Administrative Costs		176		

**FY 2016 Annual Implementation Plan  
Direct Service Budget Detail #2**

AAA: Kalamazoo County Health & Community Services Dep:

FISCAL YEAR: FY 2016

SERVICE: Long Term Care Ombudsman/elder Abuse Prevention

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds Title VII EAP	State Funds	Program Income	Match		Other Fed Funds Title VIIA/OMB	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	3,022	5,073	17,778	2,611	14,963		5,562	49,009
Fringe Benefits	1,102	1,852	6,489	953	5,462		2,030	17,888
Travel	352	590	2,068	303	1,740		647	5,700
Training	155	259	907	132	763		284	2,500
Supplies	83	140	490	72	412		153	1,350
Occupancy	191	320	1,120	164	942		350	3,087
Communications	68	115	403	59	339		126	1,110
Equipment	0	0	0	0	0		0	0
Other:	3	5	18	3	15		6	50
Service Costs	159	269	943	140	794		295	2,600
Purchased Services								0
								0
<b>Totals</b>	<b>5,135</b>	<b>8,623</b>	<b>30,216</b>	<b>4,437</b>	<b>25,430</b>	<b>0</b>	<b>9,453</b>	<b>83,294</b>

SERVICE AREA: \_\_\_\_\_

(List by County/City if service area is not entire PSA) \_\_\_\_\_

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  Yes  No

If yes, please describe: \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #2**

**FY 2016**

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
General Fund	25,430			

**FY 2016 Annual Implementation Plan  
Direct Service Budget Detail #3**

AAA: Kalamazoo County Health & Community Services Department

FISCAL YEAR: FY 2016

SERVICE: Prevention-Health Promotion/Creating Confident Care

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds Title III CCC	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	5,609	1,955		666	1,896		54,095	64,221
Fringe Benefits	2,047	714		243	692		19,745	23,441
Travel	42	285		12	35		826	1,200
Training	260	228		43	122		3,487	4,140
Supplies	93	713		56	157		4,297	5,316
Occupancy	219	57		25	69		1,978	2,348
Communications	138	31		15	42		1,208	1,434
Equipment	0			0	0			0
Other:	68	90		14	40		1,132	1,344
Service Costs	71			6	18		505	600
Purchased Services								0
Stipends	1,000			120	342		10,138	11,600
<b>Totals</b>	<b>9,547</b>	<b>4,073</b>	<b>0</b>	<b>1,200</b>	<b>3,413</b>	<b>0</b>	<b>97,411</b>	<b>115,644</b>

SERVICE AREA: \_\_\_\_\_

(List by County/City if service area is not entire PSA) \_\_\_\_\_

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  Yes  No

If yes, please describe: \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #3**

**FY 2016**

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
HCS Reserves	3,413			
MHEF			47,761	
United Way			49,650	

**FY 2016 Annual Implementation Plan  
Direct Service Budget Detail #4**

AAA: Kalamazoo County Health & Community Services Dep:

FISCAL YEAR: FY 2016

SERVICE: Information & Assistance

LINE ITEM	Federal OAA Title III Funds	Other Fed Funds (non-Title III)	State Funds	Program Income	Match		Other Resources	Total Budgeted
					Cash	In-Kind		
Wages/Salaries	32,936				23,229			56,165
Fringe Benefits	12,022				8,478			20,500
Travel	70				50			120
Training	235				165			400
Supplies	821				579			1,400
Occupancy	2,244				1,582			3,826
Communications	746				526			1,272
Equipment	0				0			0
Other:	267				188			455
Service Costs	762				538			1,300
Purchased Services	0				0			0
	1,056				744			1,800
<b>Totals</b>	<b>51,159</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>36,079</b>	<b>0</b>	<b>0</b>	<b>87,238</b>

SERVICE AREA: \_\_\_\_\_

(List by County/City if service area is not entire PSA) \_\_\_\_\_

Does the Direct Service Budget reflect any changes to the one approved as part of the agency's FY AIP?  Yes  No

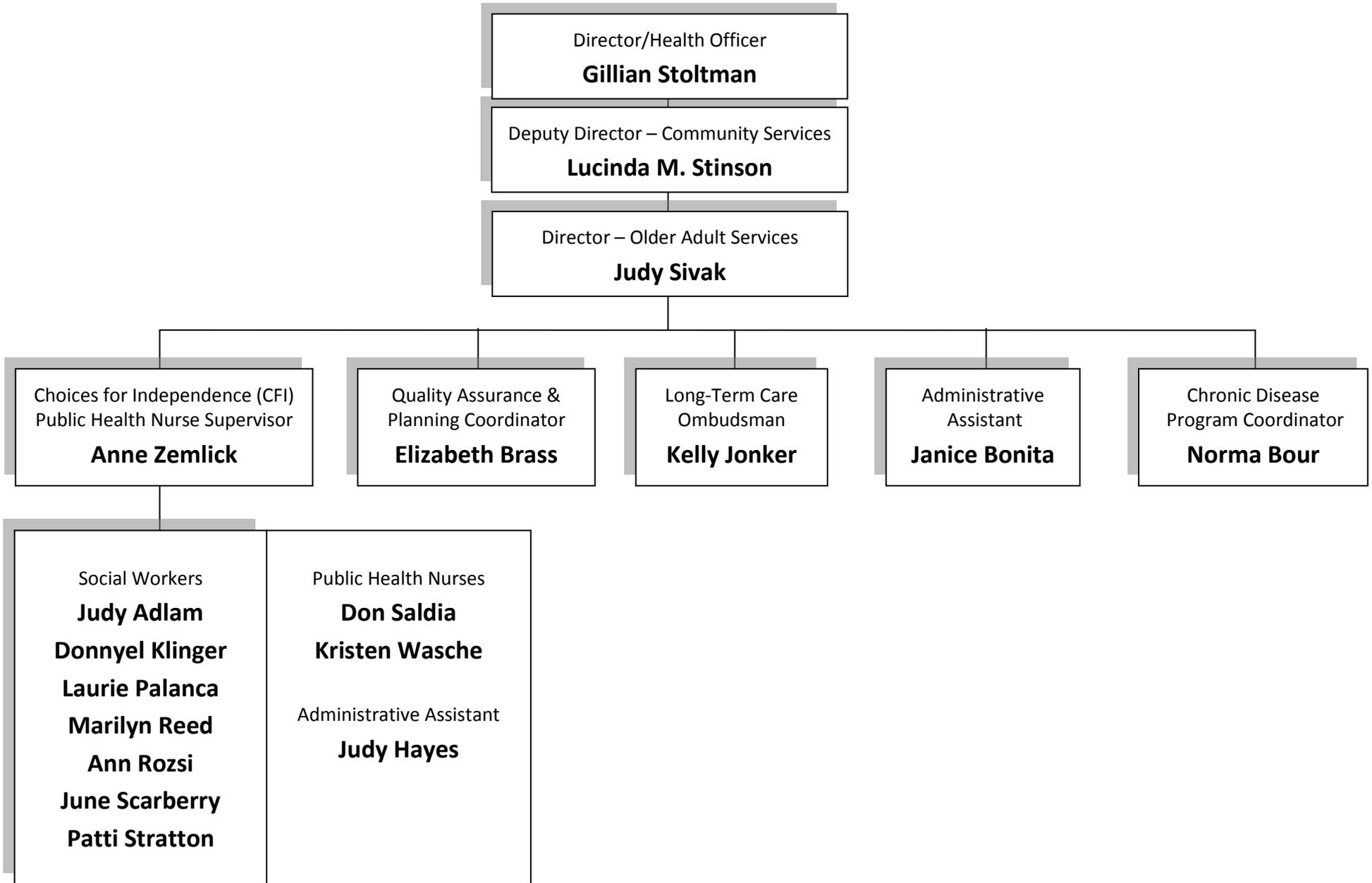
If yes, please describe: \_\_\_\_\_

**SCHEDULE OF MATCH & OTHER RESOURCES #4**

**FY 2016**

SOURCE OF FUNDS	MATCH		OTHER RESOURCES	
	VALUE		VALUE	
	Cash	In-Kind	Cash	In-Kind
General Fund	36,079			

# Community Services - Area Agency on Agency IIIA



## EVIDENCE-BASED PROGRAMS PLANNED FOR FY 2016

Funded Under Disease Prevention Health Promotion Service Definition

Provide the information requested below for Evidence-Based Programs (EBDP) to be funded under Title III-D.

Beginning October 1, 2016 (FY 2017), Title III-D funds can only be used on health promotion programs that meet the highest level criteria as determined by the Administration for Community Living (ACL) Administration on Aging (AoA). Please see the "List of Approved EBDP Programs for Title III-D Funds" in the Document Library. Only programs from this list will be approved beginning in FY 2017.

FY 2016: Area Agencies are encouraged to begin transitioning to highest level EBDP programs during 2016.

Program Name	Provider Name	Anticipated No. of Participants	Funding Amount
			\$
			\$
			\$
			\$
			\$
			\$
			\$



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## APPENDIX A

### Board of Directors Membership

	Asian/Pacific Islander	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	2	0	0	0	2	11
Aged 60 and Over	0	0	0	0	0	0	5

Board Member Name	Geographic Area	Affiliation	Elected Official	Appointed	Community Representative
John H. Gisler	Prairie Ronde, Schoolcraft, Brady, & Pavilion Twps	District 8	Yes		
M. Jeff Heppler	Richland, Cooper, & Ross Twps	District 6	Yes		
Scott McGraw	Portage	District 11	Yes		
Stephanie L. Moore	Kalamazoo	District 1	Yes		
Larry Provancher	Portage	District 10	Yes		
Julie Rogers	Oshtemo & Alamo Twps	District 5	Yes		
Michael Seals	Kalamazoo	District 4	Yes		
Dale Shugars	Texas Twp	District 9	Yes		
John Patrick Taylor, Chr.	Kalamazoo	District 3	Yes		
Roger Tuinier	Comstock, Climax, Charleston & Wakeshma Twps	District 7	Yes		
Kevin B. Wordelman	Kalamazoo	District 2	Yes		



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

Region 3-A Area Agency on Aging

FY 2016

## APPENDIX B Advisory Board Membership

	Asian/ Pacific Islander	African American	Native American/A laskan	Hispanic Origin	Persons with Disabilities	Female	Total Membership
Membership Demographics	0	2	0	0	0	7	12
Aged 60 and Over	0	1	0	0	0	5	8

Board Member Name	Geographic Area	Affiliation
Donald Ryan, Chr.	Kalamazoo County	Senior Adult
Rosamond Robbert, V. Chr.	Kalamazoo County	Senior Adult
Thomas L. Danielson	Kalamazoo County	General Public
Kathy Grueter	Kalamazoo County	Senior Adult
Al Heilman	Kalamazoo County	Senior Adult
Deb Josephson	Kalamazoo County	Senior Adult
Clinton Lewis	Kalamazoo County	General Public
Kimberly Middleton	Kalamazoo County	General Public
Beulah Price	Kalamazoo County	Senior Adult
Larry Provancher	Kalamazoo County	Senior Adult
Kelly Quardokus	Kalamazoo County	General Public
Beverly Solik	Kalamazoo County	Senior Adult



Region 3-A Area Agency on Aging

FY 2016

**APPENDIX D**

**Agreement for Receipt of Supplemental Cash-In-Lieu of Commodity Payments for the Nutrition Program for the Elderly**

The above identified agency, (hereinafter referred to as the GRANTEE), under contract with the Michigan Office of Services to the Aging (OSA), affirms that its contractor(s) have secured local funding for additional meals for senior citizens which is not included in the current fiscal year (see above) application and contract as approved by the GRANTEE.

**Estimated number of meals these funds will be used to produce is:**

**7,000**

These meals are administered by the contractor(s) as part of the Nutrition Program for the Elderly, and the meals served are in compliance with all State and Federal requirements applicable to Title III, Part C of the Older Americans Act of 1965, as amended.

Therefore, the GRANTEE agrees to report monthly on a separate OSA Financial Status Report the number of meals served utilizing the local funds, and in consideration of these meals will receive separate reimbursement at the authorized per meal level cash-in-lieu of United States Department of Agriculture commodities, to the extent that these funds are available to OSA.

The GRANTEE also affirms that the cash-in-lieu reimbursement will be used exclusively to purchase domestic agricultural products, and will provide separate accounting for receipt of these funds.



Region 3-A Area Agency on Aging

FY 2016

## APPENDIX F

### Request to Transfer Funds

1	The Area Agency on Aging requests approval to transfer funds <b>from Title III-B Supportive Services</b> to Title III-C Nutrition Services. The Agency assures that this action will not result in a reduction in support for in-home services and senior center staffing. Rationale for this request is below.	Amount of Transfer  0
2	The Area Agency on Aging requests approval to transfer funds <b>from Title III-C1 Congregate Nutrition Services</b> to Title III-B Supportive Services for in-home services. The rationale as to why congregate participation cannot be increased is described below.	Amount of Transfer  0
3	The Area Agency on Aging requests approval to transfer funds <b>from Title III-C1 Congregate Nutrition</b> to Title III-B Supportive Services for participant transportation to and from meal sites to possibly increase participation in the Congregate Nutrition Program. Rationale for this request is below.	Amount of Transfer  12,000



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

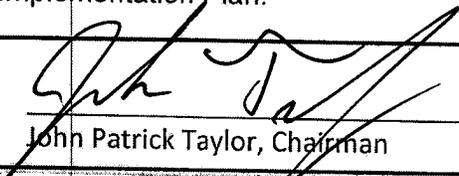
Michigan Aging and Adult Services Agency

2014-2016

## SIGNATURES

This document covers Fiscal Year 2016. This document becomes valid upon approval by the Michigan Commission on Services to the Aging. It may be conditionally approved subject to all general and/or special conditions established by the Commission on Services to the Aging. This signature page may substitute for required signatures on documents within the documents if those documents are specifically referenced on this signature page.

The signatories below acknowledge that they have reviewed the entire document including all budgets, assurances, and appendices and they commit to all provisions and requirements of this Annual Implementation Plan.

 John Patrick Taylor, Chairman	Date 6.16.15
 Timothy A. Snow, Clerk/Register	Date
Signature of Area Agency on Aging Director 	Date 5-13-15
Type/Print Area Agency Director Name Judy Sivak	
Area Agency on Aging Region IIIA	
Documents referenced by the signature page: <ul style="list-style-type: none"> <li>▪ FY 2016 Area Plan Grant Budget</li> <li>▪ FY 2016 Direct Service Budgets</li> <li>▪ Request to Transfer Funds</li> <li>▪ Waiver for Direct Service Provision</li> <li>▪ Assurance and Certifications</li> <li>▪ Assurance of Compliance With Title VI of Civil Rights Act of 1964</li> <li>▪ Regional Service Definitions</li> <li>▪ Agreement for Receipt of Supplemental Cash-in-Lieu of Commodity Payments for the Nutrition Program for the Elderly</li> <li>▪ Waiver of Minimum Percentage for a Priority Service Category</li> </ul>	



## ASSURANCES AND CERTIFICATIONS

The undersigned agency, designated by the Michigan Commission on Services to the Aging to act as the Area Agency on Aging within a given planning and service area, agrees to the following:

1. That the Annual Implementation Plan shall cover the current Fiscal Year.
2. To administer its Annual Implementation Plan in accordance with the Older Americans Act, the Older Michiganians Act, federal and state rules, and policies of the Michigan Commission on Services to the Aging as set forth in publications and policy directives issued by the Michigan Aging and Adult Services.
3. To make revisions necessitated by changes in any of the documents listed in point two in accordance with directives from the Michigan Aging and Adult Services.
4. That any proposed revisions to the Annual Implementation Plan initiated by the Area Agency on Aging will be made in accordance with procedures established by the Michigan Aging and Adult Services.
5. That funds received from the Michigan Aging and Adult Services will only be used to administer and fund programs outlined in the Annual Implementation Plan approved by the Michigan Commission on Services to the Aging.
6. That the Area Agency on Aging will undertake the duties and perform the project responsibilities described in the Annual Implementation Plan in a manner that provides service to older persons in a consistent manner over the entire length of the Annual Implementation Plan and to all parts of the planning and service area.
7. That program development funds will be used to expand and enhance services in accordance with the initiatives and activities set forth in the approved Area Implementation Plan.
8. That all services provided under the Annual Implementation Plan are in agreement with approved service definitions and are in compliance with applicable minimum standards for program operations as approved by the Michigan Commission on Services to the Aging and issued by the Michigan Aging and Adult Services, including Care Management.
9. That the Area Agency on Aging will comply with all conditions and terms contained in the Statement of Grant Award issued by the Michigan Aging and Adult Services.
10. That the Area Agency on Aging may appeal actions taken by the Commission on Services to the Aging with regard to the Annual Implementation Plan, or related matters, in accordance with procedures issued by the Michigan Aging and Adult Services in compliance with the requirements of the Older Michiganians Act and Administrative Rules.
11. That the AAA will coordinate planning, identification, assessment of needs, and provision of services for older individuals with disabilities, with particular attention to individuals with severe disabilities, and with agencies that develop or provide services for individuals with disabilities.
12. That the AAA has in place a grievance procedure for eligible individuals who are dissatisfied with or



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

denied services.

13. That the AAA will send copies of the Annual Implementation Plan to all local units of government seeking approval as instructed in the Plan Instructions.
14. That the Area Agency on Aging Governing Board and Advisory Council have reviewed and endorsed the Annual Implementation Plan.
15. That the Area Agency on Aging will comply with Federal Regulation 2 CFR, part 180 and certifies to the best of its knowledge and belief that its employees and subcontractors are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department.
16. That the Area Agency on Aging will comply with all conditions and terms of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, and the Age Discrimination Act of 1975. The Applicant agrees that compliance with this assurance constitutes a condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees and assignees for the period during which such assistance is provided. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.
17. That the Area Agency on Aging will comply with all conditions and terms of The Elliot Larsen Civil Rights Act, PA 453 of 1976 and the Persons With Disabilities Civil Rights Act, PA 220 of 1976. The Applicant provides this assurance in consideration of and for the purpose of obtaining State of Michigan Federal grants, loans, contracts, property, discounts or other State and Federal financial assistance from the Michigan Aging and Adult Services.

The signatory on the Signature Page indicates that the Area Agency on Aging is submitting the current Fiscal Year Annual or Multi-Year Implementation Plan that describes the initiatives and activities which will be undertaken on behalf of older persons within the planning and service area. We assure that these documents and subsequent Annual Implementation Plans represent a formal commitment to carry out administrative and programmatic responsibilities and to utilize federal and state funds as described.



## Assurance of Compliance

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AND THE AGE DISCRIMINATION ACT OF 1975.

The Applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts, property, discounts or other Federal financial assistance from the Department of Health and Human Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 80), to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
2. Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 84), to the end that, in accordance with Section 504 of that Act and the Regulation, no otherwise qualified handicapped individual in the United States shall, solely by reason of his handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.
3. Title IX of the Educational Amendments of 1972 (Pub. L. 92-318), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 86), to the end that, in accordance with Title IX and the Regulation, no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity for which the Applicant receives Federal financial assistance from the Department.
4. The Age Discrimination Act of 1975 (Pub. L. 94-135), as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 91), to the end that, in accordance with the Act and the Regulation, no person in the United States shall, on the basis of age, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.

The Applicant agrees that compliance with this assurance constitutes a condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees and assignees for the period during which such assistance is provided. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.



## Assurance of Compliance With The Elliot Larsen Civil Rights Act

ASSURANCE OF COMPLIANCE WITH THE ELLIOT LARSEN CIVIL RIGHTS ACT, PA 453 OF 1976 AND THE PERSONS WITH DISABILITIES CIVIL RIGHTS ACT, PA 220 OF 1976.

The Applicant provides this assurance in consideration of and for the purpose of obtaining State of Michigan Federal grants, loans, contracts, property, discounts or other State and Federal financial assistance from the Michigan Aging and Adult Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

**Non-Discrimination:** In the performance of any grant, contract, or purchase order resulting here from, the Contractor agrees not to discriminate against any employee or applicant for employment or service delivery and access, with respect to their hire, tenure, terms, conditions or privileges of employment, programs and services provided or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental disability unrelated to the individual's ability to perform the duties of the particular job or position. The Contractor further agrees that every subcontract entered into for the performance of any grant, contract, or purchase order resulting here from will contain a provision requiring non-discrimination in employment, service delivery and access, as herein specified binding upon each subcontractor. This covenant is required pursuant to the Elliot Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2201 et seq, and the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended MCL 37.1101 et seq, and any breach thereof may be regarded as a material breach of the grant, contract, or purchase order.



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

AAA	Area Agency on Aging
AAAAM	Area Agency on Aging Association of Michigan
AARP	American Association of Retired Persons
AD	Alzheimer’s Disease
ADC	Adult Day Care
ADRC	Aging and Disability Resource Center
ADS	Adult Day Service
ADL	Activities of Daily Living
AFC	Adult Foster Care
AG	Attorney General
AIM	Aging in Michigan (OSA Publication)
AIP	Annual Implementation Plan
AIS	Aging Information System
ALF	Assisted Living Facility
4AM	Area Agencies on Aging Association of Michigan
AoA	Administration on Aging
APS	Adult Protective Services
BEAM	Bringing the Eden Alternative to the Midwest
ASA	American Society on Aging
CAP	Community Action Program
CBC	Citizens for Better Care
CLP	Community Living Program (formerly Nursing Home Diversion)
CM	Care Management
CMIS	Client Management Information System
CMS	Center for Medicare & Medicaid Services (formerly HCFA)
CNS	Corporation for National Service
COA	Commission on Aging/Council on Aging
CPHA	Community Public Health Agency
CR	Caregiver Respite (state)
CSA	Commission on Services to the Aging
DCH	Department of Community Health
DCIS/CIS	Department of Consumer and Industry Services
HHS/HHS	U.S. Department of Health and Human Services
MDHHS	Michigan Department of Health & Human Services (formerly the Departments of Community Health and Human Services)
DMB	Department of Management and Budget
DoE	Department of Education
DoL	Department of Labor
DoT	Department of Transportation
DV	Domestic Violence
EPIC	Elder Prescription Insurance Coverage
ELM	Elder Law of Michigan
FGP	Foster Grandparent Program
FTC	Federal Trade Commission
FY	Fiscal Year
GAO	General Accounting Office
HB	House Bill (state)



# ANNUAL & MULTI YEAR IMPLEMENTATION PLAN

Michigan Aging and Adult Services Agency

2014-2016

HCBS/ED .....	Home & Community Based Services for the Elderly and Disabled Waiver (HCBS/ED) Program known as MIChoice
HDM .....	Home Delivered Meals
HMO .....	Health Maintenance Organization
HR .....	House Bill (federal)
I&A .....	Information and Assistance
I&R .....	Information and Referral
IADL .....	Independent Activities of Daily Living
IM .....	Information Memorandum
IoG .....	Institute of Gerontology
LEP .....	Limited English Proficiency
LSP .....	Legal Services Program
LTC .....	Long-Term Care
MADSA .....	Michigan Adult Day Services Association
MATF .....	Merit Award Trust Fund (formerly "Tobacco Settlement")
MCO .....	Managed Care Organization
MHSCC .....	Michigan Hispanic Senior Citizens Coalition
MIACoA .....	Michigan Indian Advisory Council on Aging
MICIS .....	MI Choice Information System
MIS.....	Management Information System
MLSC .....	Michigan Legal Services Corporation
MMAP .....	Medicare/Medicaid Assistance Program
MSA .....	Medical Services Administration
MSAC .....	Michigan Senior Advocates Council
MSC .....	Michigan Senior Coalition (formerly Senior Power Day)
MSHDA .....	Michigan State Housing Development Authority
MSG .....	Michigan Society of Gerontology
MQCCC .....	Michigan Quality Community Care Council
MYP .....	Multi-Year Plan
N4A .....	National Association of Area Agencies on Aging
NAPIS .....	National Aging Programs Information System
NASUA .....	National Association of State Units on Aging
NCBA .....	National Center on Black Aged
NCOA .....	National Council on Aging
NCSC .....	National Council of Senior Citizens
NF .....	Nursing Facility
NFA .....	Notification of Financial Assistance
NFCSP .....	National Family Caregiver Support Program
NIA .....	National Institute on Aging
NISC .....	National Institute of Senior Citizens
NSSC .....	National Senior Service Corps
OAA .....	Older Americans Act
OAVP .....	Older American Volunteer Program
OHDS .....	Office of Human Development Services
OMB .....	Office of Management and Budget (federal)
OSA .....	Office of Services to the Aging
OWL .....	Older Women's League
PA .....	Public Act
PRR .....	Program Revision Request
PSA .....	Planning and Service Area
PY .....	Program Year
RFP .....	Request for Proposal