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GOVERNOR

TERRY F. WHITE
SECRETARY

MEMORANDUM

TO: AAA Executive Directors **NOTICE#:** 080304-2-I-OVCS

FROM: Terry White
Secretary

DATE: August 3, 2004

SUBJECT: Notice of Instruction: SHINE Supplemental Grant Availability

Department of Elder Affairs (DOEA) has received notice of Supplemental Serving Health Insurance Needs of Elders (SHINE) Grant funding through the Centers for Medicare & Medicaid Services (CMS). The purpose of this Notice is to announce the availability of additional funds for service to elders, their caregivers and representatives. Funding increases will be accomplished by amending existing SHINE contracts with each Area Agency on Aging (AAA), and are based on the CMS funding formula.

Additional funding will be available for four primary outcomes, which are listed in the attachment, Supplemental Grant Narrative, Grant No. 11-P-20218/4-12. This document accompanied the DOEA Supplemental Grant Application submitted to CMS, and represents the DOEA spending intent. AAAs are encouraged to submit a detailed work and spending plan, with a budget, which outlines the local initiatives to be pursued and how these initiatives relate to the four outcomes. The existing SHINE work plan may be modified to simplify the documentation requirements. This opportunity has been communicated and during a SHINE conference call with AAA and volunteer leadership on July 15, and subsequently at the SHINE Leadership Event July 28-30, 2004. SHINE funding increases are expected to continue through the 2005-2006 grant year. Supplemental grant levels available to each Planning and Service Area (PSA) are based on a formula established by CMS, which considers the number of beneficiaries as well as low-income beneficiaries in each PSA, as calculated by the DOEA Planning and Evaluation Unit.

Because of different population density, the variety of needs in each PSA and the ongoing initiatives already funded by existing SHINE contracts, each AAA Executive Director will receive separate correspondence outlining the AAA contract dollar increases. These allocations to each AAA will be consistent with the methodology used by the Federal Government when awarding these supplemental funds. We welcome work and spending plans that clearly show the suggested methodology to accomplish the primary objectives, and how funds will be budgeted.

Proposals must include a component to measure the outcomes achieved, and how these outcomes relate to the objectives. We recognize there may be a need to spend supplemental grant funds for some additional staff support. Work and spending plan

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format may be determined locally, and budget presentations will follow existing SHINE form. Work and spending plans will be due to the Grant Manager, John D. Chreno, chrenoj@elderaffairs.org, (850) 414-2157, within twenty-one (21) days of receipt of this Notice. Feedback will be provided within fourteen (14) days of receipt of the work, spending and budget plans. Contract amendments will be forwarded thereafter.

It is anticipated that due to the current focus on beneficiary education and service related to Medicare Modernization Act, Public Law 108-173, and the Prescription Discount Card program in every PSA, each entity will use most of these substantial funding increases to support these SHINE activities. Supplemental funds may be used in conjunction with other sources already in place.

Thank you in advance for your cooperation. We look forward to receiving creative proposals which remove barriers to service that we have experienced in the past.

TW/jdc

Attachments