Area Agencies on Aging Broadcast 2022-04

Date: January 31, 2022

To: Area Agencies on Aging Directors
Area Agencies on Aging Executive Directors
Area Agencies on Aging Finance Directors

From: Office of Area Agencies on Aging

Subject: Notice of updated SGR HDM Template

This information is being shared with Area Agencies on Aging (AAA) directors, executive directors, and finance directors. Please ensure this is distributed to all staff and subrecipients as deemed appropriate.

Please direct any questions regarding the information in this broadcast to the AAA Help Desk (AAA.Help@hhsc.state.tx.us).

Background
The state legislature appropriated additional general revenue (GR) funds for the 2020-2021 biennium to increase the reimbursement rate for home delivered meals (HDM) from $4.95 to a flat rate of $5.31 per meal effective September 1, 2019. The OAAA developed the GR HDM template and instructions to validate the AAA’s request for additional GR funds of $0.36 per meal against the total meals reported for common meal providers. The AAAs were required to submit the system generated Agency Summary Report as documentation to support the request of GR funds.

Effective for FFY2022, AAAs must submit the updated GR HDM template to validate the request for GR HDM funds for reported Title III-C2 reimbursed meals for Common Providers.
Home Delivered Meal (HDM) Rate Increase and Submission of HDM Template

The intent of the State General Revenue (GR) HDM funds continues to be for the increase of $0.36 per meal for the $5.31 flat rate for common providers. The HDM template and instructions were modified for FFY2022 to validate the request of GR HDM funds against the calculation of $0.36 per meal for Title III-C2 funded meals and ensure the reimbursed rate per meal does not exceed the $5.31 rate for HDM reported for common providers. The submission and review procedures have been modified to verify the request of GR HDM funds and confirm the total reimbursement rate per HDM does not exceed the allowable $5.31 rate. The HDM template requirements are as follows:

- HDM template should include all common and non-common provider data funded with Title III-C2 funds.
- HDM template must include the Title III-C2, requested funds for common and non-common providers.
- HDM template must include the GR HDM expenditures calculated for the reported common provider Title III-C2 number of meals.
- HDM template contains validation checks to ensure the required data elements are present, the total reimbursed rate does not exceed $5.31 per meal, and GR HDM funds are not requested for non-common providers.

The HDM template submission should include:
- Completed HDM Reimbursement Request TemplateV1.1.xlsx file.
- SPURS Agency Summary Report generated using the template instructions.

The AAA will be responsible to accurately track the reimbursement of GR HDM to eligible providers for the $0.36 increased cost per meal and tracking of the revenue and expenditures in their financial management systems. The reimbursement to common providers for eligible meals may not exceed the allowable $5.31 rate.

Please use the new HDM template with all RfRs where SGR HDM Rate Increase funds will be drawn, effective for the February 14, 2022 MDD0214 batch cycle.