



Area Agencies on Aging Broadcast 2021-04

Date: May 21, 2021

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

From: Office of Area Agencies on Aging
State Office 2115

Subject: **Notice of Funding Available – CDC Vaccinations Title III-B**

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

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

Background

As part of ongoing efforts to increase COVID-19 vaccinations for older adults, the United States Department of Health and Human Services is providing supplemental funds to the aging network through a partnership between the Centers for Disease Control and Prevention (CDC) and the Administration for Community Living (ACL).

Expanding Access to COVID-19 Vaccinations via the Aging Network Grant

The *Expanding Access to COVID-19 Vaccinations via the Aging Network* grant provides funds to help increase awareness of and access to the COVID-19 vaccination to older adults and family caregivers.

These funds:

- are available for allowable activities beginning April 1, 2021 through September 30, 2022;
- will be distributed using the current funding formula;

- can be used to serve older adults, including family caregivers and aging network staff and volunteers age 60 and older;
- can be used for administrative activities;
 - ▶ Funds used for administration are not subject to the 25 percent match requirement.
 - ▶ AAAs may transfer funds allocated for administration to services.
- do not require match when used for administration or services; and
- cannot be transferred (categorical) to any other title under the Older Americans Act (OAA) or bucketed (disaster flex) with other OAA funds.

Allowable Activities and Applicable Service Definitions

- *Disseminating credible information about COVID-19 vaccines and help direct those with questions to additional sources of information.*
 - ▶ **Administration** – To provide outreach.
 - ▶ **Information, Referral and Assistance** – Identify appropriate resources and provide information to help make an informed choice.
 - ◇ **Caregiver Education** – Counseling for caregivers to assist with making decisions on getting the vaccine for the older person and to address vaccine hesitancy.
 - ◇ **Caregiver Information Services** – Providing information for caregivers regarding the benefits of the vaccine for the older person.
- *Identifying people who may need help getting a COVID-19 vaccination, including those who are unable to independently travel to a vaccination site.*
 - ▶ **Administration** – To provide outreach.
 - ▶ **Information, Referral and Assistance** – Assess needs, identify appropriate resources, provide information to help make an informed choice, help locating resources and actively connect to needed services.
- *Helping with scheduling a COVID-19 vaccination appointment for those who need help.*
 - ▶ **Care Coordination** – Plan, arrange, coordinate services for an older individual.
 - ◇ **Caregiver Support Coordination** – Assess the needs of the caregiver and the care recipient and plan, arrange, and coordinate services to meet their needs.
 - ▶ **Information, Referral and Assistance** – Help locating resources and actively connect to needed services.
- *Arranging or providing accessible transportation to COVID-19 vaccination sites.*
 - ▶ **Care Coordination** – Plan, arrange, coordinate services.

- ◊ **Caregiver Support Coordination** – Plan, arrange, and coordinate services to meet needs of care recipient and caregiver.
- ▶ **Information, Referral and Assistance** – Assess needs, identify appropriate resources and connect to needed services.
- ▶ **Transportation (Demand/Response and Fixed Route)** – Arrange transportation to the vaccination site.
- ▶ **Transportation Voucher** – Transportation to the vaccination site (allows the person to choose a transportation provider).
- *Providing technical assistance to local health departments and other entities on vaccine accessibility.*
 - ▶ **Administration** – Provide advocacy and outreach.
- *Providing personal support if needed (e.g., peer support).*
 - ▶ **Homemaker** – Only escort to the vaccination site.
 - ▶ **Homemaker voucher** – Only escort to the vaccination site.
 - ▶ **Personal Assistance** – If hands on assistance is needed during the vaccine appointment.
- *Reminding the person of their second vaccination appointment, if needed.*
 - ▶ **Care Coordination** – Follow up on services authorized.
 - ◊ **Caregiver Support Coordination** – Follow up on services authorized.

Notice of Funding Available

The Health and Human Services Commission (HHSC) released the Notice of Funds Available (NFA) notification for the *CDC Vaccination Title III-B grant* on **Friday, May 21, 2021**.

The *CDC Vaccination Title III-B* NFAs have been placed on the [Secure File Transfer Protocol](#) (SFTP) site in the folder labeled *2021 NFA*. Each AAA will find an NFA in their respective folder.

The Request for Payment (RfP) and Request for Adjustment Journal (RfAJ) templates have been updated to include the *CDC Vaccination Title III-B* funding source (Version 1.2). The updated templates are published on the SFTP site and available to use with the **Monday Due Date (MDD) June 14, 2021**.

Effective **MDD June 14, 2021**, Version 1.2 of the RfP and RfAJ templates must be used. All submissions using version 1.1 will be rejected.

In addition, HHSC released the NFA notification for the de-obligation and re-allocation of the *Consolidated Appropriations Supplemental Act Title III-C2* on **Friday, May 21, 2021**.

The Consolidated Appropriations Supplemental Act Title III-C2 NFAs have been placed on the [Secure File Transfer Protocol](#)(SFTP) site in the folder labeled *2021 NFA*. Each AAA will find an NFA in their respective folder.

In addition to the *CDC Vaccination Title III-B* and *Consolidated Appropriations Supplemental Act Title III-C2* funds, HHSC released the NFA notification for the *Regular OAA Title III-C2* grant on February 11, 2021. HHSC found a discrepancy in the previous allocation issued to the AAAs. These additional Title III-C2 funds will be allocated to the AAAs on Friday, May 21, 2021 under this grant.

The *Regular OAAA Title III-C2* NFAs have been placed on the [Secure File Transfer Protocol](#)(SFTP) site in the folder labeled *2021 NFA*. Each AAA will find an NFA in their respective folder.

Reporting Requirement

The funds must be tracked and reported as a separate grant using the following information. In addition, since these funds may also serve caregivers who are age 60 and older, additional options (i.e., caregiver subservices) have been created to allow the recording of these service deliveries in SPURS. The fund identifier *CDC Vaccination Title III-B* has been created for reporting purposes for *Administration services* and for the following *Title III-B Supportive Services*:

- Care Coordination
 - ▶ Caregiver Support Coordination
- Homemaker
- Homemaker Voucher
- Personal Assistance
- Information, Referral and Assistance
 - ▶ Caregiver Information Services
 - ▶ Caregiver Education
- Transportation
- Transportation Voucher

All services require supporting detail in the **Service Delivery Comment** section to describe how funds were used. Services provided to a caregiver who is age 60 and older must be entered with a subservice and must include the following comment in **Service Delivery Comment** section for that service – *"Service provided to a caregiver."*

Service	Caregiver Subservices
<i>Information, Referral and Assistance</i>	Caregiver Information 60 or older
<i>Care Coordination</i>	Caregiver Support Coordination 60 or older
<i>Transportation (Demand and Response)</i>	Caregiver – Demand and Response 60 or older
<i>Transportation (Fixed Route)</i>	Caregiver – Fixed Route 60 or older
<i>Transportation (Voucher)</i>	Caregiver – Transport Voucher 60 or older
<i>Homemaker</i>	Caregiver – Homemaker 60 or older
<i>Homemaker (Voucher)</i>	Caregiver – Homemaker Voucher 60 or older
<i>Personal Assistance</i>	Caregiver – Personal Assistance 60 or older

Note: This funding is not for consumer groups. The AAAs must enter services at the client level.

SPURS Updates

On May 21, 2021, the *CDC Vaccination Title III-B* fund will be added to SPURS expanding the existing Title III-B fund options for AAAs.

To add the new *CDC Vaccination Title III-B* fund identifier in SPURS for one or more services, AAAs must make the following selections to each provider record:

1. In the **Administrator – Providers** screen, use the **Add New** action.
2. In the **Services** drop-down menu, choose one of the following services: Information, Referral and Assistance, Care Coordination, Transportation (Demand/Response), Transportation (Fixed Route), Transportation (Voucher), Homemaker, Homemaker (Voucher), Personal Assistance.
3. Enter the start date of **04/01/21**. Do not enter a date prior to **04/01/21**.
4. Select Fund Identifier *CDC Vaccination Title III-B*.

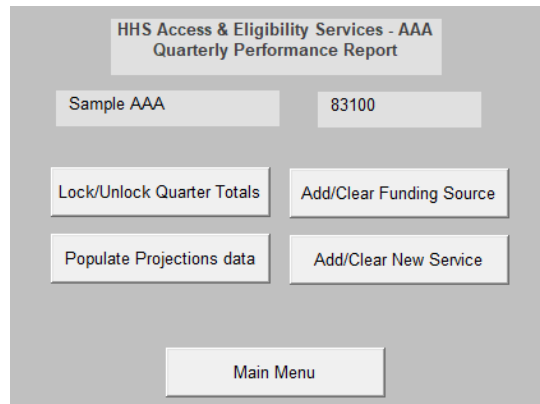
Quarterly Performance Report (QPR) Workbook Update (Add New Funding)

To add the new funding source to the QPR workbook the following information is needed:

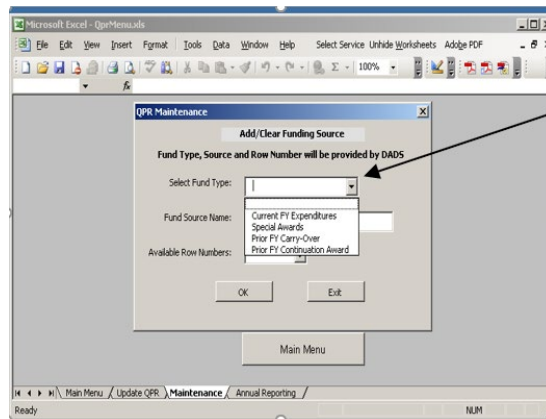
- type of fund;
- fund source name; and
- worksheet row number.

To add the new funding source row, following the steps below:

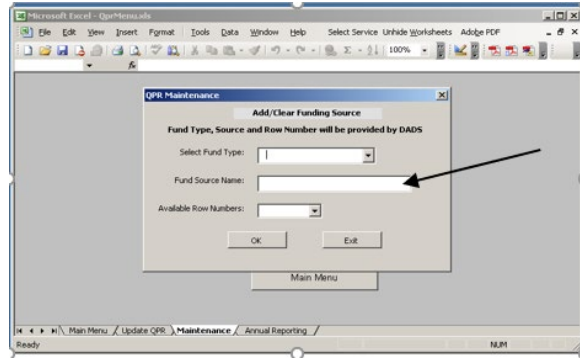
1. Select **Add/Clear Funding Source** from the **Maintenance Menu**.



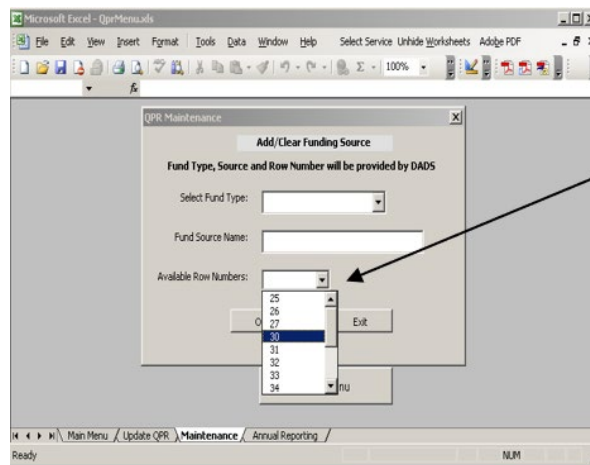
2. Using the pop-up menu, select the **Special Awards** fund type from the **Select Fund Type** drop-down menu.



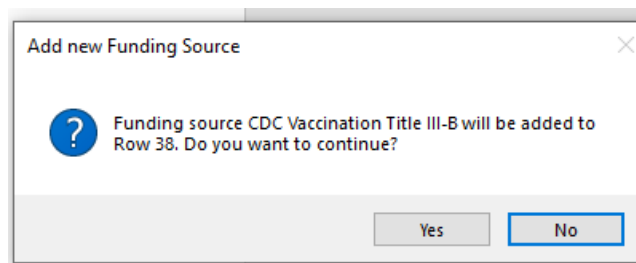
3. Enter **CDC Vaccination Title III-B** as the fund source name in **Fund Source Name**.



4. Select **38** as the row number (as provided by the OAAA State Office) from the **Available Row Numbers** drop-down menu.



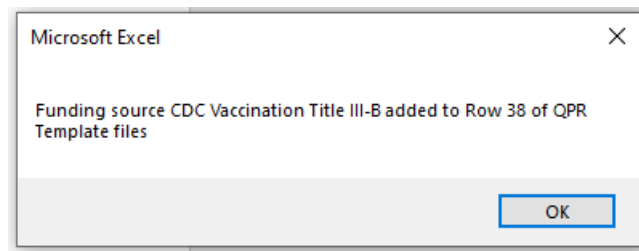
5. A **Yes/No** pop-up decision box will display. The AAA must ensure the information selected is correct before proceeding.



- a. Selecting **No** returns to the **Add/Clear Funding Source** menu.

b. Selecting **Yes** adds the information to all workbooks and a follow-up information box appears to confirm the action was completed successfully.

6. Select the **OK** button to the **Add/Clear Funding Source** menu.



Once completed, the AAA can either add another funding source or exit the **Add/Clear Funding Source** section to the **Maintenance Menu**.